



JOE SHANNON, JR.
TARRANT COUNTY CRIMINAL DISTRICT ATTORNEY

ECONOMIC & COMPUTER CRIME UNIT
401 WEST BELKNAP STREET, FORT WORTH, TEXAS
76196-0201

(817) 212-7371 PHONE

(817) 212-7372 FAX

CRIMINAL OFFENSE INVESTIGATION REFERRAL

Complainant

Your name

Home address (street, city, state, zip code)

Birth date

Social Security No.

Drivers license #/State

Work phone

Home phone

Company you represent

Business address (street, city, state, zip code)

Your email address

Your website URL

Person or Company complained about

Name or names

Home address (street, city, state, zip code)

Company name

Business address (street, city, state, zip code)

Work phone

Home phone

Description of person complained about

Birth date or approximate age

Race

Sex

Height

Weight

General physical description

Drivers license #/State

Vehicle usually driven (year, make, model, license plate, state)

Names of suspects companions and employees

Offense

Nature of offense (ie: Theft, Misapplication of Fiduciary Property, Securing Execution of a Document by Deception)

Date of offense

City/State offense occurred in

Property taken

Total value of your loss

Did the offense occur online? (yes/no)

Exact URL address/Auction site (eBay, Yahoo, etc.)

Did the offense occur at an auction? (yes/no)

Item #/Seller ID #

Suspect's email address

Suspect's online name

How did you pay? (ie: Pay pal, MasterCard, Visa, etc.)

Have you contacted the institution you paid through? (yes/no)

Have they retrieved your payment? (yes/no)

Have you had any contact with the person since the transaction? (yes/no)

(If yes, please specify and detail any promises to correct, excused, other explanations, as well as any offers or any actual payment of restitution.)

Has any agreement to repay the loss been reached? (yes/no)

(If yes, what is the agreement you have made?)

List the names and phone numbers of any individuals who know additional facts about these transactions: _____

List the names and phone numbers of any other individual who also suffered a monetary loss in these same transactions: _____

List the name and phone number of individuals who know about other similar transactions with the person complained about: _____

Computer Investigations

Did this offense involve the programming or security of your network or website? (yes/no) _____

If so, do computers in your possession contain evidence of the crime? (yes/no) _____

If so, what has been done to retrieve this evidence? _____

What type of computers are involved? (operating system, brand, size, etc.)

What type of network do you have? _____

Describe your digital security system: _____

What to do with your computer if you think it has evidence of a crime?

You may have evidence of a crime on your computer. If you think you have evidence on your computer or a computer under your control, you can preserve the evidence by simply unplugging the computer from the wall outlet. This means that if you are using the Windows operating system, do not go through the normal shut down procedure, just unplug it from the wall outlet. The computer will then need to be examined by a qualified forensics computer examiner to see if there is any evidence that can be recovered.

Please read the following and sign below.

1. The District Attorney's Office, by law, can handle only criminal offenses. It cannot handle a civil matter for you.
2. The filing of this complaint can result in criminal charges being filed against the person complained of. NOTE: INTENTIONAL MISSTATEMENT OF FACTS IN THIS COMPLAINT FORM CAN RESULT IN YOUR BEING CHARGED WITH THE OFFENSE OF "FALSE STATEMENT TO A PEACE OFFICER".
3. If criminal charges are filed, the disposition of the charges is up to the District Attorney. Although the Office of the District Attorney will make every effort to recover restitution on your behalf, the charges may be disposed of without full restitution being paid to you.
4. The filing of a criminal complaint does not preclude you from filing a civil suit on your own behalf and it is recommended that you consult with your own attorney about doing so.
5. The District Attorney is not required to dismiss any charges upon your request. Once charges are filed, the District Attorney will only dismiss charges when it is deemed appropriated to do so by this office. NOTE: UNDER SOME CIRCUMSTANCES, YOUR AGREEING TO DROP CHARGES CAN BE A CRIMINAL OFFENSE ITSELF.
6. It is your responsibility to notify this office of any changes in your address, the amount of restitution owed, or any new information obtained concerning the facts of this case.
7. Please return this form to the address listed at the top of page one. Include front and back copies of all the relevant documents, including checks. **DO NOT SEND YOUR ORIGINAL DOCUMENTS UNLESS SPECIFICALLY REQUESTED TO DO SO.** Keep your original documents in a safe place; they may be needed for trial.
8. An Assistant District Attorney will review this complaint as soon after receipt as possible. You will be notified by mail if it is determined that criminal charges cannot be pursued. The receipt of this document will be acknowledged by mail, and we will keep you apprised of its status. Please do not come to the offices of the District Attorney without first scheduling an appointment.

By signing this complaint I am indicating my desire for this case to be prosecuted and my willingness to appear as needed for testimony regarding these facts and to cooperate fully in the prosecution of this case.

Signature of complainant

Date