

Witness Statement

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|--|------|-----------------|--------------------|-----------------------------------|---|-----------------------------------|----------------------------|------------------------|
| CONCERNING THE FACTS OF DUI/Hit and Run | | | | | REQUEST ANONYMITY ¹ <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | | PAGE OF | |
| DATE ² 12/11/15 | | TIME 9:00 PM | | PLACE Madison and 140th Street | | | | |
| THE FOLLOWING IS A TRUE AND ACCURATE STATEMENT GIVEN TO S. Jones | | | | | | | | |
| STATEMENT BY (LAST NAME / FIRST NAME / MIDDLE NAME) Doe, Jane P. | | | | | | | DOB ³ 4/8/98 | |
| ADDRESS 123 Oak Street | | | CITY Smallville | STATE WA | ZIP 98123 | RESIDENCE PHONE (123) 123-4567 | | BUSINESS PHONE None |
| AGE 17 | RACE | SEX F | HAIR B | | EYES B | HEIGHT 5' 6" | | WEIGHT 130 |
| EMPLOYER / SCHOOL ADDRESS Rydell High ⁴ | | | CITY Smallville | | | STATE WA | | ZIP 98123 |
| STATEMENT on 12/11/2015 at approx. 9:00 pm I was travelling eastbound on Madison Street and saw a white car swerve off the road, hitting and denting a parked red car. The driver in the white car backed her car up, parked it, got out of the car, and walked away down 140th Street. The person was a female, late 20s, in jeans and a yellow sweater, and she was short and thin. I called 911 and gave a description. I was called back to identify the person. The person with the cops was the person that I saw. | | | | | | | | |
| I CERTIFY UNDER PENNSYLVANIA LAW THAT THE ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. | | | | | | | | |
| SIGNATURE Jane P. Doe | | | | | | | | |
| STATEMENT TAKEN BY S. Jones | | | | | | | | |

HIGHLIGHT KEY

= Things to note = What to redact

- The witness has requested anonymity, so her identifying information is exempt. [RCW 42.56.240\(2\)](#).
- Note the date of the statement. Is the investigation still open? If yes, the entire investigation file is categorically exempt under [RCW 42.56.240\(1\)](#) if the case has not yet been referred to the prosecutor for a charging decision. Otherwise, the contents of each record must be considered on a case-by-case basis for whether nondisclosure of specific intelligence information is essential for effective law enforcement.
- Note the witness' date of birth – she is 17 years old at the time of her statement. [RCW 7.69A.030](#) may provide a basis for redacting her name and address.
- The name and location of the witness' high school is probably not considered "identifying information" so should not be redacted. This may change if the information combined with other information in the record would reveal the identity of the witness.

For illustrative purposes only - not actual people or events. This sample form is not specific legal advice. Consult with your agency's attorney.

