

CRIME SCENE CLEANUP

The following must be included to file a claim for crime-scene cleanup:

- 1. Claim Form for Crime Scene Cleanup Expenses**
 - a) Clean-Up Company must be licensed and bonded.**
 - b) Crime Scene Cleanup Expenses Form must be completed and signed by the claimant.**
- 2. Invoices, receipts, proof of payment (if payment has been made) must be included with the claim form.**
- 3. Maximum payable is \$2,500.**

NOTES:

May only be used for a homicide case which occurred in a residence (not a commercial establishment).

The Board does NOT repair or replace damaged or stolen property.

CLAIM FORM FOR CRIME SCENE CLEANUP EXPENSES

THIS FORM IS TO BE COMPLETED BY THE CLAIMANT

CVR NUMBER:

CLAIMANT:

VICTIM:

Your claim investigator is:

If you need assistance, call:

NOTE: Neither the CVR Board nor the Sheriff's Office is responsible for your bills.

Therefore, neither the Board nor the Sheriff's office is to be listed as the guarantor on any invoices or statements.

STEP 1. ABOUT CRIME SCENE EVIDENCE EXPENSES:

Are you responsible for any of these bills? [] Yes [] No If not, who is? _____

If you are not responsible, have you paid part of the expenses? [] Yes [] No

NOTE: If you answered NO to the above questions, you cannot make a claim for this expense.

The Board does NOT repair or replace damaged or stolen property.

STEP 2. CLAIMED EXPENSES

a. Use of Clean-up Services

Name and Address of Clean-up Company	Total Charges	Amount Paid	Amount Owed

b. Use of Cleaning Supplies and Equipment

Supplies/Equipment	Total Charges	Amount Paid	Amount Owed

STEP 3. OBTAIN THE NECESSARY SUPPORTING DOCUMENTATION

Attach a copy of your itemized bills, & your receipts. If this documentation is not available, please explain.

STEP 4.

Signature of Claimant

Date