



MISSING PERSON LEAD/TIP FORM

NOTE: If you are using web-based email (ex: hotmail, gmail, yahoo etc.) you cannot use the "**Submit by Email**" button. Instead fill out the form and save it, then attach it to an email to: missingpersons@dcjs.ny.gov. or fax to 518-457-6965.

Date Submitted

If Known: MPC Case #

NCMEC case #

SUBMITTER INFORMATION

Name

Street Address City

State/Zip Code Home Phone #

Work Phone # Cell Phone #

Referred by

Why do you suspect that the person is missing?

Do you know where the person is missing from? Where

Did you report information to any other agency? Date

Agency/Contact Name

If a playing Card Program Lead and You Are Incarcerated-Correctional Facility Name

MISSING PERSON/HOMICIDE VICTIM INFORMATION

Name (If known) Sex

Race Approximate Age/DOB Height

Weight Hair Eyes

Unique Identifiers

Clothing Description

Location where seen Date Time

If Deceased Person, Location of Remains

COMPANION INFORMATION

Was the person alone If "NO" provide the following descriptive information about companion:

Name (if known) Sex Race

Age Height Weight Hair Eyes

Unique Identifiers

Clothing Description

VEHICLE INFORMATION

Was there a vehicle involved? If "Yes", provide the following descriptive information

Vehicle Make Model Approximate Year Color

Registration (License Plate) # Registration (License Plate) State

Unique Identifiers

ADDITIONAL BACKGROUND INFORMATION

FOR DCJS USE ONLY-REFERRALS/ACTION TAKEN

NYS Division of Criminal Justice Services
Missing Persons Clearinghouse
80 South Swan Street
Albany, NY 12210
1-800-FIND-KID (346-3543)
518-457-6965 FAX
missingpersons@dcjs.ny.gov
www.missingpersons.ny.gov