

Neighborhood Investigation Form Instructions

A neighborhood investigation involves interviewing and searching the properties, including vehicles, of all persons in the targeted area, and identifying any persons who may have been present during the time the child disappeared.

This form is provided as a general template to document the neighborhood investigation. It should be tailored to fit the specific circumstances of your investigation. Remember, as the case develops, multiple locations may become targeted areas for a neighborhood investigation (e.g., last known victim location, victim recovery location, evidence recovery locations). A Neighborhood Investigation Cover Sheet should be completed for each address, along with separate Neighborhood Investigation Interview Forms for everyone associated with the household or business, including children. It is recommended that multiple copies of the Neighborhood Investigation Interview Forms be printed for each address.

The investigation is not complete until the address has been thoroughly searched, all occupants/visitors/customers interviewed, and the results documented and communicated to the command post.

In the event information is developed during the neighborhood investigation, ensure the neighborhood investigation team leader is immediately notified.

Y__ N__ Consent for search obtained
Y__ N__ Search for victim completed
Y__ N__ Surveillance video collected
Y__ N__ All interviews completed

Neighborhood Investigation Form Cover Sheet

A. Address: _____

B. Type of Structure
(Single Family Dwelling, Apartment, Duplex, Business, etc.): _____

C. Vehicle description(s) and plate number(s) present at this location (determine from interviewees what vehicles are utilized by occupants, guests, customers, etc., at this residence/business): _____

D. Can the missing child's residence (or location of interest) be seen from this location? _____

E. Primary contact person for this address: _____

F. Names and ages of all occupants/employees/customers at this address (start with person providing this information):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

(if additional space is needed, continue on the reverse side)

Neighborhood Investigation Interview Form
(Complete a separate form for each person interviewed.)

1. Full name of person interviewed: _____

DOB: _____ SOC: _____

All telephone number(s): _____

2. How long have you resided/worked at this address? _____

3. Who did you see at this address on the day of the incident? _____

4. Where were you and what were you doing on the day of the incident? _____

5. What activity did you see near the missing child's home (or location of interest) on the day of the incident? _____

6. What vehicles did you see in the area near the time of the incident? _____

7. Who do you remember seeing in the neighborhood around the time of the incident? _____

8. What do you remember hearing around the time of the incident? _____

9. What delivery people, solicitors, workmen, customers, etc., were in the neighborhood during the week preceding this incident? Give details. _____

10. Describe the normal vehicle and pedestrian traffic in the neighborhood on a typical day/night. _____

11. Do you know the _____ family and specifically the missing child, _____? If yes, how do you know them? _____

12. What do you know about _____ (the missing child) and his/her family? _____

13. What have you heard about the family? _____

14. Who was _____ (the missing child) usually with when you saw him/her? _____

15. What was _____ (the missing child) usually doing when you saw him/her? _____

16. Has anyone seemed to take a particular interest in _____ (the missing child)? If so, who? _____

17. What types of crimes has the neighborhood experienced? _____

18. Where do children congregate or go to play in this neighborhood? _____

19. Are you aware of anyone who has found any evidence relating to this incident? _____

20. What have you heard about this incident? _____

21. Is there anything else you would like to tell us about this incident? _____

22. Do you have a surveillance camera system? If so, may we have any footage? _____

23. Who is the manager and/or owner of this business? (if applicable) _____

24. Would you be willing to provide a DNA sample (e.g., a buccal swab) if requested? _____ If no, why not? _____

25. Is there someone in the neighborhood you think we should interview? If so, who and why? _____

Ask for consent to search the residence/business, vehicles, storage areas, etc.

Date/Time of Interview: _____

Names of Interviewing Officers: _____
