

**Louisiana Department of Public Safety and Corrections
Victim Notice and Registration**

As an individual affected by the criminal acts of another person, you have a right to participate in the justice system. If the individual who committed the crime has been sentenced to state custody and you want information about his status or the Department's policies and programs or your rights and responsibilities, you may contact the Crime Victims Services Bureau at the number below or consult the agency's web site at www.doc.louisiana.gov.

Complete this form and mail or fax it to the address below if you wish to be notified when the offender who committed a crime against you makes a successful court appeal, is placed in a transitional work program or released from physical custody, escapes, or is scheduled for a Board of Pardons or Committee on Parole hearing.

Crime Victims Services Bureau
P.O. Box 94304, Baton Rouge, LA 70804-9304
Toll-free telephone number: 888-342-6110
fax number: 225-342-3095

Your request shall be kept confidential

To receive notification, you must maintain a correct address and/or telephone number with the Bureau

Person requesting Notification _____ Name of direct victim (if not the same) _____

Address _____ Telephone No. H (_____) _____

_____ W (_____) _____

E-Mail address _____

You are (check one) _____ Direct victim of offense _____ Witness to offense _____ Parent/Guardian

Other (explain) _____ Relationship to offender (if any) _____

Offender's Name _____ Offender's DOC No. _____

Offender's DOB _____ Offense* _____

Parish of Conviction and Court Docket _____

Length of Sentence _____ Date of Sentencing _____

▪ If the offense was a sex offense, was the victim under age 18 at the time the crime was committed?
_____ Yes _____ No If Yes give victim's DOB (/ /) and age at the time of the crime _____

Are you or any of your family members employed by the Department of Public Safety and Corrections at a state prison? If yes, please indicate which facility: _____

Offenders are generally prohibited from writing their victims. However, in the future, if the offender who harmed you wrote a letter accepting responsibility for the crime and the harm it caused, would you want to know that such a letter existed? _____ Yes _____ No

A 24-hour offender locator service is available through the Louisiana Automated Victim Notification System (LAVNS): toll-free at 866-528-6748 or on line at www.vinelink.com. For location and possible release date, you may also call 225-383-4580.

----- (For agency use) -----
Date request received in DPS&C _____ By whom _____