



1450 W. Long Lake Road ▪ Suite 230 ▪ Troy ▪ Michigan ▪ 48098
248.498.4130 ▪ 248.498.4134 fax
Email: support@n1discovery.com ▪ www.n1discovery.com

Evidence Submission

Instructions:

It is important that you read the following instructions and call N1 Discovery if you have any questions.

- You must contact N1 Discovery for a case number which must appear on all documents and shipping labels. Do not ship any evidence to the N1 Discovery forensic lab without a case number.
- Be sure to pack all electronic devices with appropriate packaging and padding. Do not use packing peanuts or Styrofoam as packing material for electronic equipment. Verify with our selected shipping company if they have any special instructions. Be sure to insure the packages.
- If the evidence is a computer, you may ship the computer but N1D typically recommends that you have the hard drive(s) removed by an experienced technician and ship the hard drive(s) to the N1 Discovery forensic lab.
- Unless otherwise instructed by N1 Discovery, do not ship cables, keyboards, mice, monitors or other external equipment.
- Complete the Evidence Submission form and place inside box with the evidence.
- We recommend that you use a reputable shipping company and ship the evidence overnight, signature required.
- Be sure to address the shipping labels as follows:

**N1 Discovery
Attn: <case #>
1450 W. Long Lake Road
Suite 230
Troy, MI 48098**

Please print clearly

N1D Case Number:

CLIENT INFORMATION			
Company Name:	<input style="width: 98%; height: 25px;" type="text"/>		
Address:	<input style="width: 98%; height: 25px;" type="text"/>		
City / State / Zip Code:	<input style="width: 98%; height: 25px;" type="text"/>		
Contact Name:	<input style="width: 98%; height: 25px;" type="text"/>		
Contact Phone #:	<input style="width: 98%; height: 25px;" type="text"/>	Contact Mobile #:	<input style="width: 98%; height: 25px;" type="text"/>
Contact Email Address:	<input style="width: 98%; height: 25px;" type="text"/>		

Have any of the devices been previously examined or accessed to attempt to find evidence prior to shipping to N1 Discovery?
If yes, please describe below who accessed the devices and what they did.

Item #	Evidence Description -- Include Make, Model, Serial #	User/Custodian Name
001	<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>
002	<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>
003	<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>
004	<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>
005	<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>

I warrant that I have legal ownership and/or legal rights to the above equipment and I have full authority to ship the equipment to N1 Discovery for forensic preservation and/or analysis.

SUBMITTING PERSON	Chain-of-Custody
Name (Print): <input style="width: 98%; height: 25px;" type="text"/>	
Title: <input style="width: 98%; height: 25px;" type="text"/>	
Signature: <input style="width: 98%; height: 25px;" type="text"/>	

-- N1D USE ONLY --
Notes: <input style="width: 98%; height: 100px;" type="text"/>
Case/Client #: <input style="width: 98%; height: 25px;" type="text"/>
Date Received: <input style="width: 98%; height: 25px;" type="text"/>
Received By: <input style="width: 98%; height: 25px;" type="text"/>

*** Place this completed form in the box with the evidence ***