

**DOUGLAS COUNTY DISTRICT ATTORNEY'S OFFICE**  
**DISCOVERY REQUEST**  
Please Print/Only One Case per Sheet

STATE OF KANSAS vs. \_\_\_\_\_ (**FULL name**) DIVISION NO. \_\_\_\_\_

CASE NUMBER \_\_\_\_\_ (**PLEASE see notes below!**)

TYPE OF CASE     \_\_\_ Criminal   \_\_\_ Juvenile   \_\_\_ Traffic

DATE OF REQUEST \_\_\_\_\_ email \_\_\_\_\_

ATTORNEY \_\_\_\_\_ bar #: \_\_\_\_\_

\_\_\_\_\_  
(If out of town, please provide complete address and phone number)

Retained \_\_\_\_\_ Appointed \_\_\_\_\_

**NOTES:** 1) Only **ONE** copy of the police report(s) per case will be provided. If there is a change of attorneys on a case, you must obtain the police report(s) from the previous attorney.

2) Prior to first appearance an **Order Appointing Counsel** or an **Entry of Appearance** must be received from the defense attorney by the District Attorney's office **before** police reports can be released.

3) Discovery will **NOT** be provided prior to the first appearance.

4) **NEW** email address for discovery requests- [dafileclerk@douglascountyks.org](mailto:dafileclerk@douglascountyks.org)

**\*\*\*\*\*PROBATION VIOLATION: DO NOT FILL OUT THIS FORM**, Contact the prosecutor directly or go to the District Court Clerk's Office for copies of documents pertaining to violations of probation.

**\*\*EXTRADITION:** Discovery information pertaining to Extradition does not originate in our jurisdiction.

5) To prevent the inadvertent release of Discovery to an unintended party, Discovery will only be released to the Attorney of Record, an attorney from their firm or an office assistant whose name has been previously provided to the District Attorney's Office as someone authorized to pick up Discovery.