



HARRIS COUNTY DISTRICT ATTORNEY

**HARRIS COUNTY CONVICTION INTEGRITY DIVISION
CASE REVIEW – INTAKE FORM**

Please answer as many of the following questions as you can. If you have supporting documentation, please provide copies, if possible, or at least indicate that such documents exist. Please do not send original documents or the only copy that you have. Answer this form as completely as possible. The Conviction Integrity Division will consider reviewing your case even if this form is not answered completely.

You may add extra pages to this summary, but please number your answers according to the questions below.

Please understand that the Harris County District Attorney’s Office does not represent you. We cannot give you legal advice, and the attorney-client privilege does not apply to anything you tell us in this form or during any other form of communication.

1. Are you currently represented by an attorney? If so, please provide the contact information of the attorney including name, mailing address, phone number, and email address. _____

2. Please provide your current contact information, including but not limited to your name, mailing address, phone number, email address, and TDCJ number, if applicable. _____

3. If you are not the convicted person, please provide your current contact information (as above), and relationship with the convicted person. _____

4. Offense and date of offense: _____

5. Date of conviction: _____
6. What crime were you convicted of? _____

7. Name(s) and age(s) of victim(s): _____

8. Were you offered a plea bargain? What was the offer? Did you accept the offer? If not, why did you turn it down? _____

9. Defense counsel at time of plea/trial: _____
10. Prosecutors at time of plea/trial: _____
11. Cause number(s): _____
12. Court: _____
13. Who was the judge? _____
14. What was your plea (ie, guilty, not guilty, no contest)? _____
15. What sentence did you receive? _____
16. Who decided your guilt (ie, judge, jury or plea bargain)? _____
17. Who decided punishment (ie, judge, jury or plea bargain)? _____
18. How much time have you served? _____
19. Was a direct appeal taken in your case? If so, please provide the appellate cause number, name of appellate attorney, and date filed. _____

20. Have there been any habeas (writ of habeas corpus) proceedings, either state or federal, in your case? If so, please provide the cause number, name of writ attorney, and date filed. _____

21. Please list all claims that have been raised in a previous direct appeal or writ of habeas corpus: _____

22. What is your primary language? _____
23. Please describe in detail the claims you are making now: _____

24. Did you give a statement or confession to the police? If so, was the statement electronically recorded, written, or both? _____

25. Did you testify at the time of your plea or trial? _____
26. Who else testified at your trial on your behalf? Please provide names and contact information for each witness, if possible. _____

27. Was there physical evidence against you (ie, fingerprints, weapons, fibers, DNA, etc.)? _____

28. Are you actually innocent of the crime you were convicted of? _____

If you are claiming actual innocence, please answer the following questions, bearing in mind that your responses are not protected by attorney-client privilege.

29. Describe your version of events concerning the crime you were convicted of. Include a description of what you were doing that day, what happened, and any other information you feel is important, including why you think important information was not presented on your behalf at the time of your plea/trial: _____

30. Why do you think you were identified as a suspect in this case? _____

31. Do you know if there were any other suspects the police investigated? If so, whom? _____

32. Do you have an alibi that proves you could not have committed this crime? If so, please provide the factual details of your alibi, current contact information for any alibi witness(es), your relationship with alibi witness(es), and whether you can provide an affidavit from alibi witness(es)? _____

33. Finally, give us any other information you think we should have to review your case completely. If you have documents, affidavits, or letters supporting your claims, let us know (but do not send the original documents). _____

