

**REQUEST FOR TIME EXTENSION**

DATE OF REQUEST

LOG NO.:  
CHICAGO POLICE DEPARTMENT

|  |
|--|
|  |
|--|

TO:  SUPERINTENDENT OF POLICE  CHIEF, BUREAU OF INTERNAL AFFAIRS  
 ATTN: CHIEF ADMINISTRATOR,  
 CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

|                            |      |          |      |
|----------------------------|------|----------|------|
| FROM - INVESTIGATOR'S NAME | RANK | STAR NO. | UNIT |
|----------------------------|------|----------|------|

AN EXTENSION OF 30 DAYS IS REQUESTED TO COMPLETE THIS LOG NUMBER FOR REASON(S) INDICATED BELOW:

- ACCUSED UNAVAILABLE FOR INTERVIEW (GIVE REASON AND EXPECTED DATE OF RETURN)
- REPORTING PARTY/VICTIM/WITNESS UNAVAILABLE FOR INTERVIEW (GIVE NAME AND REASON)
- REPORTS, RECORDS, STATEMENTS, LABORATORY TESTS UNAVAILABLE (SPECIFY) DATE CERTIFIED LETTER SENT: \_\_\_\_\_
- OTHER (DESCRIBE) \_\_\_\_\_

|                          |                                    |                                       |                       |
|--------------------------|------------------------------------|---------------------------------------|-----------------------|
|                          | DATE CASE ASSIGNED                 | ELAPSED TIME OF INVESTIGATION<br>DAYS | NO. OF PRIOR REQUESTS |
| INVESTIGATOR'S SIGNATURE | APPROVED - UNIT COMMANDING OFFICER |                                       |                       |

**ADDITIONAL REQUEST FOR TIME EXTENSION**

DATE OF REQUEST

|                            |      |          |      |
|----------------------------|------|----------|------|
| FROM - INVESTIGATOR'S NAME | RANK | STAR NO. | UNIT |
|----------------------------|------|----------|------|

AN EXTENSION OF 30 DAYS IS REQUESTED TO COMPLETE THIS LOG NUMBER FOR REASON(S) INDICATED BELOW:

- ACCUSED UNAVAILABLE FOR INTERVIEW (GIVE REASON AND EXPECTED DATE OF RETURN)
- REPORTING PARTY/VICTIM/WITNESS UNAVAILABLE FOR INTERVIEW (GIVE NAME AND REASON)
- REPORTS, RECORDS, STATEMENTS, LABORATORY TESTS UNAVAILABLE (SPECIFY) DATE CERTIFIED LETTER SENT: \_\_\_\_\_
- OTHER (DESCRIBE) \_\_\_\_\_

|                          |                                    |                                       |                       |
|--------------------------|------------------------------------|---------------------------------------|-----------------------|
|                          | DATE CASE ASSIGNED                 | ELAPSED TIME OF INVESTIGATION<br>DAYS | NO. OF PRIOR REQUESTS |
| INVESTIGATOR'S SIGNATURE | APPROVED - UNIT COMMANDING OFFICER |                                       |                       |

**ADDITIONAL REQUEST FOR TIME EXTENSION**

DATE OF REQUEST

|                            |      |          |      |
|----------------------------|------|----------|------|
| FROM - INVESTIGATOR'S NAME | RANK | STAR NO. | UNIT |
|----------------------------|------|----------|------|

AN EXTENSION OF 30 DAYS IS REQUESTED TO COMPLETE THIS LOG NUMBER FOR REASON(S) INDICATED BELOW:

- ACCUSED UNAVAILABLE FOR INTERVIEW (GIVE REASON AND EXPECTED DATE OF RETURN)
- REPORTING PARTY/VICTIM/WITNESS UNAVAILABLE FOR INTERVIEW (GIVE NAME AND REASON)
- REPORTS, RECORDS, STATEMENTS, LABORATORY TESTS UNAVAILABLE (SPECIFY) DATE CERTIFIED LETTER SENT: \_\_\_\_\_
- OTHER (DESCRIBE) \_\_\_\_\_

|                          |                                    |                                       |                       |
|--------------------------|------------------------------------|---------------------------------------|-----------------------|
|                          | DATE CASE ASSIGNED                 | ELAPSED TIME OF INVESTIGATION<br>DAYS | NO. OF PRIOR REQUESTS |
| INVESTIGATOR'S SIGNATURE | APPROVED - UNIT COMMANDING OFFICER |                                       |                       |

ATTACHMENT NO. LOG NO.