

**FY 2004 Chapter 59 Asset Forfeiture Report
by Attorney Representing the State**

Agency Name: _____ Reporting Period: _____
(example: 9/1/03 - 08/31/04, 01/01/04 - 12/31/04 etc.)

Agency Mailing Address: _____

County: _____ (if multi-county district, list all counties within jurisdiction)

Phone Number: _____

NOTE: Please round all dollar amounts to nearest whole dollar.

I. Beginning Balance

- A) Forfeited Funds** \$ _____
INSTRUCTIONS: Include total amount of funds that have been forfeited **to your agency** and are on hand (in your agency's account or in your agency's possession) at beginning of reporting period including interest. Do not include funds that have been forfeited but not yet received by your agency.
- B) Seized Funds** \$ _____
INSTRUCTIONS: Include total amount of seized funds on hand (in your agency's account or in your agency's possession) at beginning of reporting period including interest. Include funds that may have been forfeited but have not been transferred from your agency's seizure account to your agency's forfeiture account. Do not include funds that are in an account held by another agency, e.g., a police department's account.

II. Seizures, Petitions for Forfeiture, and Forfeiture Receipts during Reporting Period

- A) Currency and Negotiable Instruments**
- 1) Amount Seized by Employees of Your Agency**..... \$ _____
INSTRUCTIONS: Include only those seizures which occurred during the reporting period and where the seizure affidavit required by Article 59.03 is sworn to by a peace officer employed by your agency.
- 2) Forfeiture Petitions filed for all agencies you represent** \$ _____
INSTRUCTIONS: Enter the **total amount** of seized funds subject to a forfeiture petition filed during the reporting period. Do not include amounts seized if no petition has not been filed.
- 3) Amount Forfeited for all agencies you represent** \$ _____
INSTRUCTIONS: Enter the **total amount** forfeited by all forfeiture judgments, including amounts forfeited to other agencies. Do not include judgments that are not yet final due to appeal or motion for new trial. Include interest that was forfeited as part of the judgment.
- 4) Amount Forfeited to and Received by Your Agency (Including Interest)**..... \$ _____
INSTRUCTIONS: Do not include amounts forfeited but not yet received by your agency. Do not include amounts awarded to other agencies. Interest refers to the amount earned prior to forfeiture and distributed as part of the judgment of forfeiture.
- 5) Amount Returned to Defendants** \$ _____
INSTRUCTIONS: Enter the total amount returned to Defendants.
- 6) Forfeitures Pending for all agencies you represent**..... \$ _____
INSTRUCTIONS: Enter the **total amount** of seized funds at the end of the reporting period where a forfeiture petition has been filed but no final judgment has been entered. Include amounts subject to petitions filed in prior reporting periods. (this should be a currency amount for example \$1,000 etc.)

B) Other Property

INSTRUCTIONS: List the number of cases filed, pending, or disposed for the following categories. List as "pending" only cases where petition was filed. List as "seized" only those seizures where the seizure affidavit required by Article 59.03 is sworn to by a peace officer employed by your agency. If property is sold list under "Proceeds Received by Your Agency from Sale of Above-Listed Property" (see below) in the reporting year in which the proceeds are received. (These should be a number for example 1,2,3 etc., not a currency amount)

PLEASE NOTE: these should be a number, not a currency amount. For example: 4 pending, 3 seized, 12 new petitions etc....	MOTOR VEHICLES (cars, motorcycles, tractor trailers etc.)	REAL PROPERTY (houses, land etc.)	COMPUTERS (include computer and attached system components, such as printers and monitors as one item.)	FIREARMS (include only firearms seized for forfeiture under Chpt. 59. Do not include weapons disposed of under Chpt. 18)	OTHER
Pending for all agencies at beginning of reporting period:					
Seized by your agency during reporting period:					
New petitions filed for all agencies during reporting period:					
Forfeited to your agency during reporting period:					
Put into service by your agency during reporting period:					
Pending for all agencies at end of reporting period:					

C) Proceeds Received by Your Agency from Sale of Above-Listed Property.....\$ _____

INSTRUCTIONS: Include amounts received for all property sold during the reporting period, even if the subject property was forfeited in a prior reporting period.

III. Forfeited Property and Proceeds Received from Another Agency

INSTRUCTIONS: Enter the total dollar amount (for proceeds) or total number of items (for property & other) received pursuant to a sharing agreement where the forfeiture judgment awarded ownership of the property to another agency prior to it being transferred to your agency.

Proceeds-(should be a dollar amount)..... \$ _____
 Vehicles-(should be a number not dollar amount)..... _____
 Other-(should be a number not dollar amount)..... _____

IV. Interest Earned on Forfeited Funds During Reporting Period \$ _____

INSTRUCTIONS: Include only the amount of interest earned on forfeited funds or interest earned on funds derived from the sale of forfeited property. Do not include interest earned if funds are on deposit in an account that does not belong to your agency.

V. Interest Earned on Seized Funds During Reporting Period \$ _____

INSTRUCTIONS: Include only the amount of interest earned on seized funds or funds that may have been forfeited but not yet transferred to your forfeiture account. Do not include interest earned on seized funds that are on deposit in an account that does not belong to your agency.

VI. Expenditures

INSTRUCTIONS: List the total amount expended for each of the following categories. This category is **ONLY for Chapter 59 expenditures**-not for expenditures made pursuant to your general budget. If proceeds are expended for a category not listed, state the amount and nature of the expenditure under the Other Category.

Salaries	\$ _____
Overtime	\$ _____
Equipment (includes vehicles, computers, software, maintenance costs, etc.).....	\$ _____
Supplies (includes cellular air time, miscellaneous commodities etc.).....	\$ _____
Travel	\$ _____
Training	\$ _____
Paid to or shared with cooperating agency	\$ _____
Confidential Informant Payments	\$ _____
Prevention / Treatment Programs	\$ _____
Facility Costs (building purchase, lease payments, remodeling, maintenance fees etc.).....	\$ _____
Miscellaneous Fees (account service charge, insurance, audit fees, witness fees etc.)	\$ _____
Other: (attach additional sheets if necessary)	
Description: _____ \$: _____	(Other total) \$ _____
Description: _____ \$: _____	
Description: _____ \$: _____	
<u>TOTAL EXPENDITURES</u>	\$ _____

Certification

Name of Agency Official: _____

Title: _____

Signature: _____

Date: _____

RETURN COMPLETED FORM TO: Office of the Attorney General
Special Crimes Division
P.O. Box 12548
Austin, Texas 78711-2548

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