

**DUBUQUE POLICE DEPARTMENT****PROPERTY CLAIM FORM**

DPD 658-04-21

Case/Report Number: \_\_\_\_\_ Claim Date: \_\_\_\_\_

In accordance with state code, I wish to enter a written claim of ownership interest or possessory right to property being held by the Dubuque Police Department. I request to take possession of the property once it is eligible for release by the police department. I understand that I must also file for a seized property hearing with the Clerk of Court if I want to take immediate possession of the property. I agree to notify the Dubuque Police Department's Property & Evidence Coordinator in writing if the below contact information changes.

Please type or PRINT all responses legibly. The Dubuque Police Department cannot and will not be responsible for errors due to illegible or inaccurate information.

I wish to file a claim to the following property:

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My information is as follows:

Full Legal Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City / State / ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Birth (For businesses, list EIN): \_\_\_\_\_

Signature: \_\_\_\_\_

*Please note:*

A person wishing to claim a firearm or ammunition must also file for a seized property hearing with the Clerk of Court.

**RETURN FORMS TO:**

Dubuque Police Department  
Attn: Property & Evidence Coordinator  
770 Iowa St.  
Dubuque, IA 52001

Additional information is available at [www.cityofdubuque.org/propertyevidence](http://www.cityofdubuque.org/propertyevidence).  
If you have questions, you may contact the Property & Evidence Coordinator by phone at 563-587-3801.