



JOE PELLE  
Sheriff

# Boulder County Sheriff's Office

## Discovery Accountability Document

Dear Legal professional,

In order to track Discovery material Boulder County Jail (BCJ) Supervisory staff asks that you complete this form **each** time that you provide Discovery material for a client. ALL Discovery material must be processed through Jail Administration reception area or by a Jail supervisor. **NO** Discovery material may be given directly to an inmate during a visit or to a module deputy. If the inmate Discovery is not in the property of and taken by the inmate at release or transfer, the legal representative will have 5 days to retrieve the materials from BCJ. After that time, the Discovery may be destroyed. (Jail Policy J1909)

### Legal Professional Responsibility:

Inmate Name: \_\_\_\_\_ Docket #: \_\_\_\_\_

Date of Delivery: \_\_\_\_\_ Person delivering discovery: \_\_\_\_\_

Does material need to be returned to anyone other than the inmate: Yes/No If yes, to whom? \_\_\_\_\_

Is the material the property of the inmate? Y/N

General description of items delivered: (Circle one: CD's, small/ large manila envelope, thumb drive etc.) \_\_\_\_\_

Are you taking any previously delivered discovery back out with you? Y/N (Please detail what you are taking.) \_\_\_\_\_

### Administration Responsibility:

Received by: (Badge # and initials) \_\_\_\_\_ Booking : \_\_\_\_\_

What Supervisor was notified? \_\_\_\_\_

Administration completed worksheet? Y/N

Additional notes if needed: \_\_\_\_\_

### Supervisor Responsibility:

Basket # \_\_\_\_\_ Name and Badge # \_\_\_\_\_

Inmate Notified that he/she has discovery available by: \_\_\_\_\_

Worksheet Completed by: \_\_\_\_\_

Significant HOLD entered: \_\_\_\_\_ Y/N