In Reply, Please Refer to
File No.

U.S. Department of Justice
Federal Bureau of Investigation

450 Golden Gate Avenue
Thirteenth Floor
San Francisco, California 94102
(415) 553-7400

September 9, 2010

Re: Citizens’ Academy

Dear [Name],

I am pleased to advise you that you have been selected to attend the fall session of the 2010 Federal Bureau of Investigation’s Citizens’ Academy. The FBI Citizens’ Academy will begin on Thursday, September 30, 2010, and will run for six consecutive Thursday evenings, from 6:00 p.m.- 9:00 p.m. each evening.

The FBI Citizens’ Academy will be held at the Silicon Valley Regional Computer Forensics Laboratory (“RCFL”), 4600 Bohannon Drive, Suite 200, Menlo Park, California, telephone (650) 289-3000. The building is located inside the Menlo Corporate Center. Upon entering the building, please follow the signs to Suite 200, where you will be greeted by an FBI employee. Please do not bring cameras, audio or video recording equipment (to include certain mobile phones), or any weapons (including pocket knives or pepper spray) into the RCFL. Parking is available on-site. For the first session, please arrive at approximately 5:45 p.m. to allow time for registration.

Included in the program is a “Day at the Range.” This session is scheduled to take place in Dublin, CA on Saturday, November 13, 2010, beginning at 8:00 a.m. During this session, there will be a demonstration by the San Francisco Division Special Weapons and Tactics (“SWAT”) team, and after a basic firearm safety discussion, with the guidance of an FBI Firearms Instructor, you will have an opportunity to shoot some of the weapons used by the FBI.

I look forward to meeting you and offering you the opportunity to participate in this unique experience inside the FBI. Please contact Community Outreach Specialist [Name] at [Phone Number] to confirm your attendance and to answer any questions.

Sincerely yours,

Stephanie Douglas
Special Agent in Charge

185A-SF-C143482-5CA-177
Federal Bureau of Investigation  
Citizens' Academy Application

### Personal Data

<table>
<thead>
<tr>
<th>Name:</th>
<th>Date: 28 Feb 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last</td>
<td>First</td>
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</table>

List all other names you have used, including nicknames and maiden names:

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
<th>Phone</th>
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</table>

If you have ever used any other surname or legally changed names, please state the name period that occurred and the circumstances. If you ever legally changed your name, please list the date, place, and court:

<table>
<thead>
<tr>
<th>Date of Birth</th>
<th>Place of Birth</th>
<th>Current Age</th>
<th>Gender</th>
<th>Social Security Number</th>
<th>Hair</th>
<th>Eyes</th>
</tr>
</thead>
</table>

Citizenship (Country): USA  
Acquired by: [ ] Birth  
[ ] Marriage  
[ ] Naturalization

### Current Address

<table>
<thead>
<tr>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
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<table>
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<tr>
<th>Home Phone</th>
<th>Work Phone</th>
<th>Pager #</th>
<th>Cellular Phone</th>
<th>E-Mail Address</th>
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</table>

In the event of an emergency, please list the name and phone number of a relative or close associate that can be contacted:

<table>
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<th>Name</th>
<th>Relationship</th>
<th>Phone</th>
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### Employment Information

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<tr>
<th>Name of Current Employer</th>
<th>If applicable, Doing Business As (DBA)</th>
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<th>Address</th>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
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<table>
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<tr>
<th>Job Title</th>
<th>Length of time with present employer</th>
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Authorization to Conduct Law Enforcement Check

| Have you ever been charged with a felony offense? |  |
| Have you ever been convicted of a felony? |  |
| If yes, list details pertaining to conviction, including date, place, law enforcement agency, charge, court, and disposition: |  |

I hereby authorize the FBI to conduct a standard check of law enforcement records on me. I understand this check will include, but not be limited to, any record of charges, prosecutions or convictions for criminal or civil offenses. This check will be used for the purpose of the FBI's Citizens' Academy application process. My consent is valid for three months from the date authorized below. Any information obtained will be used for the purpose of providing clearance to participate in the FBI Citizens' Academy.

| Full name (typed or printed) |  |
| Date of authorization |  |

Organization Memberships

Please list any organizations, associations, or community groups to which you belong:

|  |
|  |

(This information will be used once an applicant is accepted to the FBI Citizens' Academy in order to further FBI outreach activities to various groups and organizations)

Participation in Firearms Training

| Is there any reason you cannot participate in firearms training? | Yes ☐ No ☐ |
| If yes, please provide details: |  |
This is to advise you, in conformance with the Privacy Act of 1974, that the collection of this information is authorized under Title 28 U.S.C. 533; 28 C.F.R. 0.85; Executive Order 12958, as amended by 13292; 5 U.S.C. 552a(e)(10); 44 U.S.C. chapters 21 and 33; 40 U.S.C. chapter 318a; and Title 41 CFR 102-81.10 and 81.15. The furnishing of this information, including your social security number, is voluntary on your part and will be used for the purpose of providing clearance to participate in the FBI's Citizens' Academy Program. Information you provide will be protected and used in strict compliance with the Privacy Act and the routine uses most recently published in the Federal Register for the FBI's Central Records System (Justice/FBI-002) and the FBI's Blanket Routine Uses (Justice/FBI-BRU).

You are not required to execute this form; however, if you do not, this refusal may result in your application for participation in the FBI Citizens' Academy Program being rejected. Knowingly falsifying or concealing information required on this form will result in your application being rejected. In addition, Title 18 Section 1001 of the U.S. Code provides that knowingly falsifying or concealing a material fact may under certain circumstances constitute a felony resulting in fines and/or imprisonment.

(Signature of Applicant)

30 July 2010
(Date)
COMMUNICATIONS WORK REQUEST FORM

please check one:

☐ IMMEDIATE (within 24 hours)

☒ PRIORITY (within 48 hours)

☐ ROUTINE

Date: 7/28/10

Agent: SQ

Case #: 18CA-S-F-1404-12-SFC

**REQUIRED**

please provide the full case file number, including classification

SUBJECT NAME

LAST FIRST MIDDLE

DOB: 

SSN: 

SEX: 

RACE: 

D/L #: 

LICENSE NUMBER 

STATE 

LICENSE PLATE 

STATE 

VEHICLE PLATE: 

LAST KNOWN ADDRESS: 

**PLEASE CONDUCT THE FOLLOWING RECORDS CHECKS**

☒ CA DMV Records (out of state: ___)

☒ CA DMV Photo

☐ Registered Vehicles in CA

☒ Outstanding Wants & Warrants

☒ CA State Records (CII) (out of state: ___)

☒ Federal Records (III/via NCIC)

☒ Local Records (SFPD)

☒ Registered Firearms

☐ Other: 

communications Personnel: 

DATE: 8/3/10

FBI011960

ACLURM011846
This photograph is a true copy of the photograph that is contained on the Department of Motor Vehicles photo database and delivered over the Department of Justice Cal-Photo communications network.

Date: 8/13/2010
NO INFORMATION FOUND ON AWS FOR REQUESTED INQUIRY

FROM: CABLE  
TO:  
ADMIN MSG

FROM: CLET  
TO: FT67FBI1  
RESP MSG

FROM: CLET  
TO: FT67FBI1  
RESP MSG

FROM: CLET  
TO: FT67FBI1  
RESP MSG
FROM: CLET ISN: 05237 DATE: 08/13/10 TIME: 09:45:55 RESP MSG
TO: FT67FBI1 OSN: 00121 DATE: 08/13/10 TIME: 09:46:35
UNITID: 
USERID: 
IY
RE: QYP.CAFBISFOO.NAM
RESPONSE TO QYP INQUIRY
DATA IN APPS.
*************** NO HITS FOUND ***************
END APPS RESPONSE.

FROM: CLET ISN: 05238 DATE: 08/13/10 TIME: 09:45:56 RESP MSG
TO: FT67FBI1 OSN: 00122 DATE: 08/13/10 TIME: 09:46:40
UNITID: 
USERID: 
IY
1L01
CAFIBSF00
NO NCIC WANT NAM
***MESSAGE KEY QWA SEARCHES ALL NCIC PERSONS FILES WITHOUT LIMITATIONS.
FROM: CLET
TO: FT67FBI1
USERID:

ISN: 04940 DATE: 08/13/10 TIME: 09:33:19 RESP MSG
OSN: 00089 DATE: 08/13/10 TIME: 09:33:33

ATTN: ERM 188A-SE-C143482

RESTRICTED-DO NOT USE FOR EMPLOYMENT, LICENSING OR CERTIFICATION PURPOSES

THIS RECORD IS PARTIALLY AUTOMATED. CONTACT COMMAND CENTER AT (916) 227-3244 (24-HR. 7 DAYS) FOR MORE RECORD HISTORY INFORMATION IN THE MANUAL CRIMINAL HISTORY FOLDER, WHICH MAY PARTIALLY DUPLICATE INFORMATION IN THIS RECORD.

APPLICANT: NAM:01 CNT:01

END OF MESSAGE
NO IDENTIFIABLE RECORD IN THE NCIC INTERSTATE IDENTIFICATION INDEX (III) FOR NAM_ AC/DOB/

NOTICE -- A LARGE NUMBER OF RECORDS FOR PERSONS BORN ARE NOT AUTOMATED AT THE FBI. IF A SEARCH OF THE NONAUTOMATED FILES IS DESIRED, A FINGERPRINT CARD SHOULD BE SUBMITTED.
SAN FRANCISCO POLICE DEPARTMENT
PERSON, INCIDENT, AND FIELD INTERVIEW REPORT
QUERY DATE = 08/13/2010

*** PERSON RECORDS START HERE ***
NO RECORD IN PERSON SYSTEM
(CONT)*
FROM: CABLE ISN: 08708 DATE: 08/13/10 TIME: 09:50:49 ADMIN MSG
TO: FT67FBI1 OSN: 00139 DATE: 08/13/10 TIME: 09:50:57

*** INCIDENT RECORDS START HERE ***
NO RECORD IN INCIDENT SYSTEM
(CONT)*
FROM: CABLE ISN: 08709 DATE: 08/13/10 TIME: 09:50:50 ADMIN MSG
TO: FT67FBI1 OSN: 00140 DATE: 08/13/10 TIME: 09:51:02

*** FI RECORDS START HERE ***
NO RECORD IN FI SYSTEM

****** END OF REPORT ******
FROM: CABLE ISN: 08712 DATE: 08/13/10 TIME: 09:50:54 ADMIN MSG,
TO: FT67FBI1 OSN: 00141 DATE: 08/13/10 TIME: 09:51:08

CX010 NAME | NO HIT ON FILE | b5 | b7c
RESPONSE TO QGH INQUIRY
DATA IN APS.

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END APS RESPONSE.