

VICTIM/WITNESS INFORMATION INCIDENT INVESTIGATION RECEIPT



INTRODUCTION

As law enforcement professionals, we are concerned about the problems often experienced by victims and witnesses of crime. We know that as a victim or a witness you may experience anger, confusion, frustration or fear as a result of your experience.

We have prepared the following information to help you deal with the problems and questions that often surface during an investigation, and to provide you with a better understanding of how the criminal justice system works. We have included a description of your rights under the law as well as information and services available to you as a victim and/or witness. While the type and scope of victim/witness rights may vary from state to state, the below are generally basic rights under the law. We hope that this information will be helpful, and we encourage you to contact your investigating officer if you have any questions.

THE INVESTIGATION

Even though the days and months ahead may be difficult for you and your family, your continued assistance is required to insure that the aims of justice are fully achieved.

During the investigation you will be kept informed of the status of your case if you so request. Throughout the investigation process the investigating officer will remain your principal contact. If you have any questions, be sure to contact him or her as soon as possible. Investigations can be both complex and lengthy and may involve several agencies, some federal and some local. Remember your interests are important to us. It is normal to have questions, and we are here to help answer your questions.

IF AN ARREST IS MADE

If you request, you will be notified if a defendant is apprehended. Following the arrest, the assigned investigator/case agent will make every effort to keep you advised of the status of your case.

Once a case is filed in court, you may be contacted by the prosecuting attorney assigned to handle your case. The prosecuting attorney will help answer any questions and deal with your concerns during the pretrial and trial phases of the judicial process.

YOUR RIGHTS AS A VICTIM

As a crime victim you have the following rights:

- The right to be treated with fairness and with respect for your dignity and privacy.
- The right to be reasonably protected from the accused offender.
- The right to be notified of court proceedings.
- The right to be present at all public proceedings related to the offense, unless the court determines that testimony from the victim would be materially affected if you, the victim, heard other testimony at trial.
- The right to confer with the prosecuting attorney in the case.
- The right to restitution.
- The right to information about the conviction, sentencing, imprisonment, and release of the offender.

IF YOU ARE THREATENED OR HARASSED

If anyone threatens you or you feel that you are being harassed because of your cooperation with this investigation, contact your investigating officer immediately. The investigating officer is available to discuss additional protective measures with you if necessary.

IF YOU WERE INJURED

If you do not have insurance to pay for the cost of your medical bills, Crime Victim Compensation may be able to assist. If an individual is arrested and prosecuted, you may be eligible for restitution. Restitution is court-ordered payment to you as a victim of crime. It is made by the offender for any out of pocket expenses caused by your victimization. The judge will consider restitution before passing sentence. The investigating officer does not determine restitution.

INSTRUCTIONS FOR INVESTIGATING OFFICER: UPON SIGNATURE FROM VICTIM/WITNESS, DETACH LOWER PORTION AND ATTACH TO INVESTIGATION REPORT.

**Amtrak Police Department
24 Hour Victim/Witness Information
(800) 331-0008
PROTECTING AMERICA'S RAILROAD**



IF PROPERTY WAS STOLEN

If your property was stolen, we hope to recover it as a part of the investigation. If property is recovered, we will notify you and make every effort to see that it is returned to you as quickly as possible. Restitution may be available for property not recovered or the cost for necessary repair.

IF YOU NEED ASSISTANCE WITH YOUR EMPLOYER

If appropriate during the course of the investigation, we will contact your employer to discuss the importance of your role as a victim/witness to the case.

THE EMOTIONAL IMPACT OF CRIME

Many victims and witnesses are emotionally affected by the crime. Although everyone reacts to this impact differently, victims and witness report some common behaviors, such as:

- Increased concern for their personal safety and that of their family.
- Trouble concentrating on the job.
- Difficulty handling everyday problems; feeling overwhelmed.
- Going over their circumstances of the crime again and again, thinking about what might have gone differently.

All of these behaviors are normal and will pass with time. If the defendant either pleads guilty or is found guilty, you may have the opportunity to submit an impact statement detailing the emotional effect of this crime on your life and the lives of members of your family. Your assigned investigating officer will assist in preparing such a statement, if appropriate.

IF YOU NEED ADDITIONAL ASSISTANCE

We encourage you to contact the toll-free number listed on the bottom of the card.

This form has also been provided to you as written documentation that you have reported this incident to the Amtrak Police Department. If you would like a copy of the police report, contact Amtrak Police Department Operations Support Records, at the following address: 2955 Market Street, 8th Floor, Box 38, Philadelphia, PA 19104, or make a request through your investigating officer.

INCIDENT NUMBER
INVESTIGATING OFFICER
TELEPHONE NUMBER

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The investigating officer will ask you to sign the lower portion of this document to acknowledge that you have been advised of the services available to you.

SIGNATURE OF VICTIM/WITNESS

DATE

INCIDENT NUMBER