

5-07/110.15 - Warrant Check Format

The format below shall be followed when running a subject by radio or telephone inquiry directed to the CWS Section, Records and Identification Bureau.

- Unit number - repeat for each subject;
 - Operator's license number - if other than California, give state of issuance;
 - Subject's last name/first name/middle name/suffix (Jr., Sr., III, etc.);
 - Subject's address - if subject is a transient, so indicate;
 - Sex;
 - Racial descent;
 - Hair – color;
 - Eyes – color;
 - Height of subject - give only one height;
 - Weight of subject - give only one weight;
 - Date of birth - when birthdate is unknown, indicate approximate age;
 - Vehicle license number, if known;
 - Any additional addresses used by subject, run separately; and
 - Any additional aliases or names used by subject, run separately.
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