

STATE OF VERMONT
DEPARTMENT OF PUBLIC SAFETY
**VERMONT FORENSIC
LABORATORY**
P.O. BOX 47
WATERBURY, VERMONT 05676-0047



TEL: 802•244•8788
FAX: 802•241•5557
E-MAIL: CJS0LAB@DPS.STATE.VT.US
HTTP://VFL.VERMONT.GOV/

MEMORANDUM

TO: LAW ENFORCEMENT SUBMITTERS
FROM: TRISHA CONTI, ALCOHOL PROGRAM SUPERVISOR *TIC*
SUBJECT: DUI RELATION BACK AFFIDAVIT REQUESTS
DATE: MAY 23, 2013

All DUI relation back affidavit requests should be submitted via fax or email to Marcella Giammanco, Administrative Assistant to the Alcohol Program at the Vermont Forensic Laboratory.

Email: Marcella.Giammanco@state.vt.us
Fax: 802-241-5557

When submitting relation back requests, please include the following:

- DUI affidavit (Blood or Infrared)
- DUI affidavit 1-A supplemental
- Test report (VFL blood report or DMT ticket)
- Arrest custody sheet

Please ensure that the following information is accurate and consistent throughout the case record:

- Time of operation
- Time of test
- Result of test
- Spelling of the subject's name
- Agency case number

Completed affidavits will be returned to the requester via email. Please be sure to acknowledge receipt of completed affidavits.

Thank you for taking the time to ensure a complete and accurate request.