

TALLY

BOOK

RETURN A
AND
SUPPLEMENTARY
REPORT OF
OFFENSES

MONTH

YEAR

MURDER & NONNEGLIGENT MANSLAUGHTER

1 Classification of Offenses	2 Offenses reported or known to police (Include unfounded and attempts)	3 Unfounded, i.e. false or baseless complaints	4 Number of actual offenses (column 2 minus column 3) include attempts	5 Total offenses cleared by arrest or exceptional means (Includes col.6)	6 Number of clearances involving only persons under 18 years of age
1. MURDER AND NONNEGLIGENT MANSLAUGHTER					

Murder attempts should be scored as aggravated assaults opposite the appropriate sub-classification.

ENTER "\$0" IF NOTHING IS STOLEN NUMBER OF ACTUAL OFFENSES AND VALUE OF PROPERTY STOLEN

Number of Offenses	Value	Number of Offenses	Value	Number of Offenses	Value

TALLY FOR SUPPLEMENTARY HOMICIDE REPORT

1a. Murder and Nonnegligent Manslaughter

List below specific information for all offenses shown in item 1a of the monthly Return A. In addition, list all justifiable killings of felons by a citizen or by a peace officer in the line of duty.

Agency Case Number	Date	Situation**	Victim*			Offender*			Weapon Used (Handgun, Rifle, Shotgun, Club, Poison, etc.)	Relationship of Victim to Offender (Husband, Wife, Son, Father, Acquaintance Neighbor, Stranger, etc.)	Circumstances (Victim shot by robber, robbery victim shot robber, killed by patron during barroom brawl, etc.)
			Age	Sex	Race	Age	Sex	Race			

*Age – 01 to 99. If 100 or older use 99. New born up to one-week-old use NB. If over one week, but less than one year old use BB. Use two characters only in age columns.

Sex – M for Male and F for Female. Use one character only.

Race – White – W, Negro – N, American Indian – I, Chinese – C, Japanese – J, Other – O, Unknown – U. Use only these as race designations.

MANSLAUGHTER BY NEGLIGENCE

1 Classification of offenses	2 Offenses reported or known to police (Include unfounded and attempts)	3 Unfounded, i.e., false or baseless complaints	4 Number of actual offenses (column 2 minus column 3) include attempts	5 Total offenses cleared by arrest or exceptional means (includes col. 6)	6 Number of clearances involving only persons under 18 years of age
b. MANSLAUGHTER BY NEGLIGENCE					

SUPPLEMENTARY HOMICIDE REPORT

1b. Manslaughter by negligence

Do not list traffic fatalities, accidental deaths, or death due to the negligence of the victim. List below all other negligent manslaughters, regardless of prosecutive action taken.

Agency Case Number	Date	Situation**	Victim*			Offender*			Weapon Used (Handgun, Rifle, Shotgun, Knife etc.)	Relationship of Victim to Offender (Husband, Wife, Son, Father, Acquaintance Neighbor, Stranger, etc.)	Circumstances (Victim shot in hunting accident, gun cleaning, children playing with gun, etc.)
			Age	Sex	Race	Age	Sex	Race			

- **Situations**
- A** – Single Victim/Single Offender
- B** - Single Victim/Unknown Offender or Offenders
- C** – Single Victim/Multiple Offenders
- D** – Multiple Victims/Single Offenders
- E** – Multiple Victims/Multiple Offenders
- F** – Multiple Victims/Unknown Offender or Offenders

Use only one victim/offender situation code per set of information. The utilization of a new code will signify the beginning of a new murder situation.

FORCIBLE RAPE

1 Classification of offenses	2 Offenses reported or known to police (include unfounded and attempts)	3 Unfounded, i.e., false or baseless complaints	4 Number of actual Offenses (column 2 minus column 3) include attempts	5 Total offenses cleared by arrest or exceptional means (includes col. 6)	6 Number of clearances Involving only persons under 18 years of age
2. FORCIBLE RAPE TOTAL					
a. Rape by Force					
b. Attempts to Commit Forcible Rape					

Explanation: List under the heading the value of property stolen in connection with offenses of forcible rape. When all entries for the month have been made, obtain a total of the columns and transfer them to Supplement to Return A, page 2.

Enter “\$0” if nothing is stolen

NUMBER OF ACTUAL OFFENSES AND VALUE OF PROPERTY STOLEN

Number Of Offenses	Agency Case Number	Value Of Property Stolen		Number Of Offenses	Agency Case Number	Value Of Property Stolen		Number Of Offenses	Agency Case Number	Value Of Property Stolen

ROBBERY

1 Classification of offenses	2 Offenses reported or known to police (include unfounded and attempts)	3 Unfounded, i.e., false or baseless complaints	4 Number of actual offenses (column 2 minus column 3) include attempts	5 Total offenses cleared by arrest or exceptional means (includes col. 6)	6 Number of clearances involving only persons under 18 years of age
3. ROBBERY TOTAL					
a. Firearm					
b. Knife or Cutting Instrument					
c. Other Dangerous Weapon					
d. Strong Arm – Hands, Fists, Feet, Etc.					

Explanation: list under the appropriate heading the value of property stolen in connection with individual offenses of robbery
When all entries for the month have been made, obtain a total for each column and transfer the figures to the Supplement to Return A, Page 2.

Enter “\$0” if nothing is stolen

NUMBER OF ACTUAL OFFENSES AND VALUE OF PROPERTY STOLEN

1	Agency Case Number	A Highway (Streets, alleys, etc.)	B Commercial House (not C.D.F.)	C Gas or Service Station	D Convenience Store	E Residence (Anywhere on premises)	F Bank	G Miscellaneous
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ASSAULT

1 Classification of offenses	2 Offenses reported or known to police (include unfounded and attempts)	3 Unfounded, i.e., false or baseless complaints	4 Number of actual offenses (column 2 minus column 3) include attempts	5 Total offenses cleared by arrest or exceptional means (includes col. 6)	6 Number of clearances involving only persons under 18 years of age
4. ASSAULT TOTAL					
a. Firearm					
b. Knife or Cutting Instrument					
c. Other Dangerous Weapon					
d. Hands, Fists, Feet, Etc. - Aggravated					
e. Other Assaults – Simple, not Aggravated					

Reporting agency officers assaulted or killed in another jurisdiction are recorded in the number of law enforcement officers killed or assaulted block on the Return A for the reporting agency; the death or assault is scored in the appropriate classification on the Return A submitted by the reporting agency covering the jurisdiction in which the death or assault occurred.

80	NUMBER OF LAW ENFORCEMENT OFFICERS KILLED OR ASSAULTED THIS MONTH	
NUMBER OF OFFICERS KILLED		NUMBER OF OFFICERS ASSAULTED
BY FELONIOUS ACTS	BY ACCIDENTAL OR NEGLIGENT ACTS	
Submit completed Law Enforcement Officers killed or Assaulted form if any officer was assaulted or killed this month		

Submit completed monthly law Enforcement Officers Killed or Assaulted Report if an officer was assaulted or killed this month

BURGLARY

1 Classification of offenses	2 Offenses reported or known to police (include unfounded and attempts)	3 Unfounded, i.e., false or baseless complaints	4 Number of actual offenses (column 2 minus column 3) include attempts	5 Total offenses cleared by arrest or exceptional means (includes col. 6)	6 Number of clearances involving only persons under 18 years of age
5. BURGLARY TOTAL					
a. Forcible Entry					
b. Unlawful Entry – No Force					
c. Attempted Forcible Entry					

Explanation: List under the appropriate heading the value of property stolen in connection with individual offenses of burglary. When all entries for the month have been made, obtain a total for each column and transfer the figures to the Supplement to Return A, Page 2.

Enter “\$0” if nothing is stolen

NUMBER OF ACTUAL OFFENSES AND VALUE OF PROPERTY STOLEN

	Agency Case Number	A RESIDENCE (Dwelling)			Agency Case Number	A RESIDENCE (Dwelling)		
		1 Committed During Night (6 p.m. – 6 a.m.)	2 Committed During Day (6 a.m. – 6 p.m.)	3 Unknown		1 Committed During Night (6 p.m. – 6 a.m.)	2 Committed During Day (6 a.m. – 6 p.m.)	3 Unknown
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**BURGLARY
(CONTINUED)**

NUMBER OF ACTUAL OFFENSES AND VALUE OF PROPERTY STOLEN

	Agency Case Number	A NONRESIDENCE (Store, office, etc.)			Agency Case Number	A NONRESIDENCE (Store, office, etc.)		
		1 Committed During Night (6 p.m. – 6 a.m.)	2 Committed During Day (6 a.m. – 6 p.m.)	3 Unknown		1 Committed During Night (6 p.m. – 6 a.m.)	2 Committed During Day (6 a.m. – 6 p.m.)	3 Unknown
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LARCENY-THEFT

1 Classification of offenses	2 Offenses reported or known to police (include unfounded and attempts)	3 Unfounded, i.e., false or baseless complaints	4 Number of actual offenses (column 2 minus column 3) include attempts	5 Total offenses cleared by arrest or exceptional means (includes col. 6)	6 Number of clearances involving only persons under 18 years of age
6. LARCENY-THEFT (Except Motor Vehicle Theft) TOTAL					

For an analysis of larceny by value of property stolen, count the number of offenses and total value of larcenies \$200 and over, \$50 to \$200, and under \$50 in value and enter in item 6 on the Supplement to Return A. Enter all attempted larcenies in "under \$50" with a zero value.

	Agency Case Number	(A) \$200 and over	(B) \$50 to \$200	(C) Under \$50
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LARCENY-THEFT (TYPE OF THEFT)

6X CATEGORIES

Enter "\$0" if nothing is stolen

	Agency Case Number	A Pocket Picking	B Purse Snatching	C Shoplifting	D From Motor Vehicles (Except E)	E Motor Vehicle Parts and Accessories	F Bicycles	G From Buildings (Except C and H)	H From any Coin- Operated Machine (Parking meters, etc.)	I All Other
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TALLY FOR MOTOR VEHICLES RECOVERED

7X CATEGORIES

Tally each vehicle recovered on the appropriate line. Note the values of the vehicles are not recorded. At the end of each month, total the lines and transfer the total to the Supplement to Return A, page 2, 7X.

Stolen Locally and Recovered Locally	
Stolen Locally and Recovered by Other Jurisdictions	
Total Locally Stolen Motor Vehicles Recovered	
Stolen out of Town, Recovered Locally	

