

Request for Assistance

Instructions

This **Request for Assistance** is in two parts:

- **Part 1 - Application Form**
- **Part 2 – Acknowledgment of Understanding and Release of Information Authority Form.**

Please fill out as much of the **Application Form** as you can. We are asking for a lot of information. We understand that you might not remember all the details or have all the information. That's okay. If you can't answer a question, just write "I don't know".

Do not send any other documents with your completed Application Form. We will send you another letter if we need more information or documents.

The person claiming to have been wrongly convicted must sign the **Acknowledgment of Understanding and Release of Information Authority Form**. This form authorises us to contact people who might be involved in your case if we need to get more information or documents. It is also where the person claiming to have been wrongly convicted acknowledges that they understand how the Griffith University Innocence Project works and the information we have provided about that.

Griffith University, its staff, students, and any volunteers involved in the Project, **will not act as your solicitor or lawyer**. We cannot provide legal advice and cannot act as your legal representatives.

Please do let us know if your address changes or if you retain or are assigned an attorney.

We receive many requests, so please understand that it may be a long time before we are able to evaluate your case.

Thank you for your patience.

Part 1: Application Form

(Please type or handprint clearly in the spaces provided)

Personal Information

Name:

Postal Address:

Telephone Number:

Date of Birth:

Are you an Aboriginal or Torres Strait Islander? Yes No

Are you from a non-English speaking background? Yes No

Alternative Contact Person:

Case Information

1. Conviction

(a) List all the crimes for which you were convicted:

(b) Which conviction/s do you claim innocence and want the Project to investigate:

(c) How did you plead?

(d) Date of Conviction?

/ /

(e) Place of Conviction? (Example only: Supreme Court, Brisbane, Queensland)

(f) Sentence:

(g) Scheduled Release Date: / /

(h) Did you appeal your case? Yes No

i. If yes, when was appeal decided?

ii. Where was the appeal heard?

2. Who represented you?

(a) Name, address, and telephone number of your solicitor and barrister **at trial:**

Solicitor

Barrister

(b) Name, address, and telephone of your solicitor and/or barrister **at your appeal:** *(if applicable)*

Solicitor

Barrister

3. Describe the defence you or your solicitor or barrister raised at trial: *Example only: if you were convicted of rape, did you assert that: (1) the sex was consensual; or (2) you were wrongly identified as the assailant.*

4. What do you believe is the cause of your wrongful conviction?

5. What physical and/or biological evidence was recovered during the investigation of your case? *For example: vaginal swabs, anal swabs, semen stains from the victim's clothing and/or scene, defendant's cloth, blood or hair or other physical evidence from the crime scene.*

6. What physical and/or biological evidence was introduced at trial? *(See Question 3 for examples)*

7. **What kinds of scientific testing, if any, was done on the physical/biological evidence?**
Examples only: blood group typing (A, B, O), hair and fibre comparison, DNA testing, etc.

8. **List the evidence used against you at trial, that is, summarise the prosecution's case:**

9. **List what item or items of evidence you think can be subjected to DNA testing:** *Examples only: (1) if your case involved a sexual assault, are there: vaginal swabs from the victim, anal swabs, semen stains on clothing from the victim or other material at the crime scene such as sheets or blankets, hairs found on the victim or at the scene? (2) if your case involves an assault or homicide, are there: biological materials such as blood, semen, or hair found at the crime scene which can be tested to show that they did not come from the defendant, or other there biological materials, such as blood, seme or hair found on you or your property which can be tested to show that they did not come from the victim?*

8. Explain how you think DNA testing of this evidence can prove your innocence:

9. What other new evidence may be available, that you believe will help prove that you are innocent?

Please continue to the final page, Case Materials.

Case Materials

*Please tick those documents that you can make available to us.
Please do not send anything until we specifically request it.*

- Police Record of Interview *(please describe)*

- Police Brief of Evidence
- Laboratory Reports *(please describe)*

- Committal Proceedings Transcripts
- Trial Transcripts
- Appeal Outline of Submissions
- Appeal Record Book
- Appeal Transcript of Hearing
- Appeal Decision