

[REDACTED]

Subject: Overdue Evidence as of 12/12/2020 --- UNCLASSIFIED

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Good Afternoon,

Your charged out evidence is overdue. To resolve this issue you can do one of the following:

1. Physically Bring your evidence to the Evidence Control Unit
 - 25 Fed Plaza 28th Floor
 - Open Daily 8:30AM – 4:30PM
 - [REDACTED]
 - Bronx Facility
 - Open Daily 6:30AM – 4:30PM
 - [REDACTED]

2. Recharge the Evidence yourself in Sentinel
 - Bring up the case the evidence is associated with in Sentinel
 - Click the Recharge button
 - Can reset multiple 1B items for the same case by selecting the 1B numbers and clicking on the icon with 3 lines. Then select bulk recharge.

3. If you have reached 3 recharges – have an ECT reset your recharges
 - Email or call the Evidence Unit
 - If the item is Valuables or Drugs you will need SSA concurrence to Reset
 - Once reset be sure to recharge

Sentinel Data as of 12/12/2020

Please resolve this issues as soon as possible as it affects NY's Health Measures. If you have any questions or concerns please feel free to reach out any of the Evidence Technicians or Myself. Thank you so much.

Best Regards,

[REDACTED]
Office Services Supervisor (OSS)
New York Field Office
Federal Bureau of Investigation
Evidence Main line: [REDACTED]
Desk: [REDACTED]

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