

## INSTRUCTION FOR USE OF FORMS

### FORENSIC DOCUMENT EXAMINATION AND FORGERY DETECTION

Specimen Submission Forms for Comparative Analysis

All to be Signed by Witnesses when possible

<b>1A</b>	The "London Letter" - Used for submitting writing sample for all questioned documents. The letter is to be hand written and witnessed.	Required for complete questioned document analysis. Full sample. Required for all analysis.
<b>2A</b>	Cursive or Script Sample - Longhand and scripted sample of names and lower-case alphabet.	Optional.
<b>2B</b>	Cursive or Script Sample - Numbers, addresses and upper-case alphabet	Optional
<b>3A</b>	Printed Sample - Printed sample of names and lower-case alphabet.	Optional
<b>3B</b>	Printed Sample - Printed numbers, addresses and upper-case alphabet	Optional
<b>4</b>	Sample of check for comparison as in questioned check	Required when involving checks.
<b>5</b>	Signature Handwriting Specimen	Required on all involving signatures

These forms are to be used when submitting documents for analysis. You may download and print these forms which require the free Adobe Acrobat Reader/Print program. You may also submit your own specimen.

Handwriting Specimen Form 1A - Case \_\_\_\_\_  
"THE LONDON LETTER"

"Our London business is good, but Vienna and Berlin are quiet. Mr. D. Lloyd has gone to Switzerland and I hope for good news. He will be there for a week at 1496 Zermott St. and then goes to Turin and Rome and will join Col. Parry and arrive at Athens, Greece, Nov. 27<sup>th</sup> or Dec. 2<sup>nd</sup>. Letters there should be addressed: King James Blvd. 3580. We expect Charles. E. Fuller Tuesday. Dr. L. McQuaid and Robert. Unger, Esq., left on the 'Y.X.' Express tonight." (Authorship of letter unknown)

Signature

Date

Witness

Date

The above is a sample of my normal handwriting

Writing hand: Right ( ) Left ( )

# Handwriting Specimen Form 2A - Case \_\_\_\_\_

CURSIVE

_____ Name	_____ Arthur	_____ Bob	_____ Charles
_____ Street address	_____ Don	_____ Edward	_____ Frank
_____ City	_____ George	_____ Henry	_____ Johnson
_____ State	_____ Ken	_____ Ivan	_____ McMay
_____ Place of birth	_____ Nancy	_____ Olson	_____ Paul
_____ Date of birth	_____ Robert	_____ Steven	_____ Tom
_____ Sex	_____ Vicki	_____ Winn	_____ Yancy
_____ Age	_____ Lloyd	_____ T.	_____ MacGriff
_____ Occupation or trade	_____ James	_____ H.	_____ McQueen
_____ A	_____ Larry	_____ Brown	_____ Gonzales
_____ B	_____ Wilson	_____ Earl	_____ Jones
_____ C			
_____ D			
_____ E			
_____ F			
_____ G			
_____ H			
_____ I			
_____ J			
_____ K			
_____ L			
_____ M			
_____ N			
_____ O			
_____ P			
_____ Q			
_____ R			
_____ S			
_____ T			
_____ U			
_____ V			
_____ W			
_____ X			
_____ Y			

Writing hand: Right ( ) Left ( )

The above is a sample of my normal handwriting

Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

Handwriting Specimen Form 2B - Case \_\_\_\_\_

CURSIVE

Z a b c d

2736 East Place, South West

e f g h i

Route 6, Box 358, Apt. 842

j k l m n

4468 Boxer Circle Dr., N.W.

o p q r s

4756 N. 49<sup>th</sup> Street 12345-6789

t u v w x

1928 North 300 Ave. 01357-9246

y z # & @

3745 West Blvd., N.E. 23456-7890

0 1 2 3 4

819 E. South Terrace, S.E.

5 6 7 8 9

Abbot succeed effort

\$10.00 \$21.32 \$32.50

gaggle simmer root

Five hundred dollars

array essence battle

Two hundred dollars and fifty-three cents

Six hundred and forty-five dollars and twenty-six cents

The above is a sample of my normal handwriting

Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

# Handwriting Specimen Form 3A - Case \_\_\_\_\_

PRINTING

_____ Name	_____ Arthur	_____ Bob	_____ Charles
_____ Street address	_____ Don	_____ Edward	_____ Frank
_____ City	_____ George	_____ Henry	_____ Johnson
_____ State	_____ Ken	_____ Ivan	_____ McMay
_____ Place of birth	_____ Nancy	_____ Olson	_____ Paul
_____ Date of birth	_____ Sex	_____ Age	_____ Robert
_____ Occupation or trade	_____ Steven	_____ Tom	_____ Vicki
_____ A	_____ B	_____ C	_____ D
_____ E	_____ F	_____ G	_____ H
_____ I	_____ J	_____ Lloyd	_____ T.
_____ K	_____ L	_____ M	_____ N
_____ O	_____ James	_____ H.	_____ McQueen
_____ P	_____ Q	_____ R	_____ S
_____ T	_____ Larry	_____ Brown	_____ Gonzales
_____ U	_____ V	_____ W	_____ X
_____ Y	_____ Wilson	_____ Earl	_____ Jones

Writing hand: Right ( ) Left ( )

The above is a sample of my normal handwriting

Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

Handwriting Specimen Form 3B - Case \_\_\_\_\_

PRINTING

Z a b c d

2736 East Place, South West

e f g h i

Route 6, Box 358, Apt. 842

j k l m n

4468 Boxer Circle Dr., N.W.

o p q r s

4756 N. 49<sup>th</sup> Street 12345-6789

t u v w x

1928 North 300 Ave. 01357-9246

y z # & @

3745 West Blvd., N.E. 23456-7890

0 1 2 3 4

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\$10.00 \$21.32 \$32.50

gaggle simmer root

Five hundred dollars

array essence battle

Two hundred dollars and fifty-three cents

Six hundred and forty-five dollars and twenty-six cents

The above is a sample of my normal handwriting

Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

Handwriting Specimen Form 4 - Case \_\_\_\_\_

CHECK FORMAT

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	Date _____
Pay to the	\$
order of _____	
_____	
_____	_____

	Date _____
Pay to the	\$
order of _____	
_____	
_____	_____

Writing hand: Right ( ) Left ( )

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The above is a sample of my normal handwriting

Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

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# Handwriting Specimen Form 5 - Case \_\_\_\_\_

## SIGNATURES

Printed name of writer	Date

Writer's signature

Name of witness

The above is a sample of my normal handwriting

Writing hand: Right ( ) Left ( )