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In preparation for defending your client you may determine that you need to have footwear examinations, which were conducted by a local, state or federal government's laboratory reviewed by the team of experts at Ron Smith & Associates. To accomplish this it is imperative that we have access to everything needed to conduct a thorough and complete examination. Your request under discovery needs to be precise for this to happen. The wording below has been designed by Ron Smith & Associates to insure that you submit to the court a clearly worded request. This request, if honored, will make it possible to conduct a full technical review of the evidence.

Suggested Wording for the Request of Footwear Images and Documentation:

For the purposes of conducting an independent forensic review of the footwear examinations conducted in this case by the (**Agency Name**), the following items are requested:

1. All original questioned footwear evidence submitted for comparison or high resolution digital images (minimum of 1,000 PPI) of any and all questioned footwear impressions which were visualized, developed, photographed or lifted from the crime scene, and any questioned footwear impressions developed within the laboratory, regardless of whether they were determined to be of value or not. All photographs and digital images **must** contain an appropriate forensic ruler (i.e. ABFO ruler).
2. Digital images (minimum of 150 PPI) of the back of any and all footwear lifts which might indicate the location and other pertinent information from which the questioned footwear impressions were recovered.
3. All known shoes submitted for comparison or high resolution digital images (minimum of 600 PPI) of all known shoes submitted for comparison in the case. These images **must** contain an appropriate forensic ruler placed at the same height as the outsole of the shoe along with proper use of oblique lighting.
4. All known standards or digital images (minimum of 600 PPI) of the known standards created as part of the examination process. All digital images **must** contain an appropriate forensic ruler.
5. Digital images or scanned copies (minimum of 150 PPI) of any and all footwear analytical examination worksheets completed during the analysis of the evidence in this case, including all notes, drawings, measurements and any other documentation which

described or otherwise contributed to the footwear examination conclusions reported by the (**Agency Name**).

6. All digital images (minimum of 600 PPI) and photographs which contributed to the footwear conclusions reported by (**Agency Name**). These images should be 1:1 (natural size of the image being photographed) working images containing an appropriate forensic ruler.
7. Digital or scanned copies (minimum of 150 PPI) of any and all footwear operations manuals, procedures manuals or written agency directives regarding the methods to be utilized in the examination of footwear evidence.

The footwear case review will be conducted by Footwear Examiners who have been tested and certified by the International Association for Identification. These examiners are employees of Ron Smith & Associates, a forensic identification company with two ISO 17025 accredited laboratory facilities (located in Dunedin, Florida and Collinsville, Mississippi).