



**HOURS OF
OPERATION &
CONTACT
INFORMATION**

HOURS OF OPERATION:

Lobby: 9am to 9pm M-TH
9am to 5pm on Friday

PROPERTY RELEASE HOURS:

By Appointment Only
10 am to 4 pm
Mon. Tues. Thurs. Fr.

EVIDENCE CUSTODIAN:

 Melissa Carnes
 mcarnes@stallingsnc.org
 704-821-0300 x 302

NOTES

**STALLINGS
POLICE
DEPARTMENT**

Property Retrieval
Guidelines



315 Stallings Rd.
Stallings, NC 28104

MAIN: 704-821-0300

STEPS FOR RETRIEVING ALL PROPERTY

1. PAPERWORK NEEDED

- If property was seized and or recovered as Evidence, a signed **AOC-CR-305** (court order) obtained through the DA's office *this doesn't apply to safe keeping or found property*
- Valid photo ID
- Proof of ownership

2. SCHEDULE APPOINTMENT

- Call and speak with the Evidence Custodian to schedule an appointment. ****Releases are completed by appointment ONLY****

3. ARRIVAL

- Please arrive to your scheduled appointment promptly, and bring all required paperwork.

IMPORTANT NOTICE FOR ALL FIREARM RETRIEVALS

- A Criminal Background Check will be conducted through the Division of Criminal Information Network/SBI.

**** If the criminal background check reveals any disqualifiers, the weapon will not be returned.****

- A firearm trace will be conducted on all firearms through the Bureau of Alcohol, Tobacco, and Firearms (ATF) for record purposes.

CASE DETAILS

OCA # _____

OFFICER _____

DATE OF OFFENCE _____

TYPE OF PROPERTY _____
