

# Hewett & Associates, LLC

P.O. Box 463 Keedysville, Md. 21756 1-800-776-5069

Please send to Email: Allen@Hewett-pi.com

## Intelligence Forms

Below is a budget calculator designed to give you an idea of the expense involved. Since the client is closest to the target, you'll be in a better position to identify those hours when the highest likelihood of success exists. Once the budget is calculated, it will become the retainer amount. We will not incur any expenses beyond this without prior consent\*.

Please complete as much as possible without risking exposure or elevating paranoia levels of the Target/s/. Please fill in the chart using WordPerfect or Word. Cells will expand if needed. Include any photos of the subjects involved. Feel free to include directions, maps etc. There is no such thing as **Too Much Information**. We would not want to incur expenses developing information you may already have. A fine line exists between budgetary concerns and the amount of evidence needed. Assume the Operation is a one time opportunity. A minimal budget MAY gather information one a single date. However, demonstrating a **"Pattern of conduct"** could prove extremely valuable to your case. You may want to consult your Attorney as to the hours per day and days per week that would best fit your budget while gathering as much information as possible.

Operation Information : Budget/Retainer Estimator				
Date/s/ of requested Operations	Times	Total Hrs. @ \$95.00/hr	Locations	
xx/xx/xx		2.0	Case open; Report/video/exhibit preparation	
Est. Miles @ .95/mi.			Projected Budget/Retainer Inc. 6% Sales Tax	0
Objective/s/				

\* NOTE: It is agreed the hours may be extended if useful information, in the judgement of the Operative, is developed/developing as the operation is scheduled to terminate.

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## *Intelligence Forms*

<b>Target</b> (Primary Subject of investigation)	<b>First</b>	<b>Middle</b>	<b>Last</b>		
<b>Descriptions</b>	<b>Age</b>	<b>Hgt/Wgt</b>	<b>Hair color/style , scars, tattoos etc.</b>		
<b>Photo Available?</b>		<b>If so, forward or E-MAIL in .jpg or bmp format.</b>			
<b>Full Address</b>				<b>Home Phone</b>	
<b>Employer Address</b>				<b>Work Phone</b>	
<b>Work Schedule</b>					
<b>Vehicles</b>	<b>Tag/State</b>	<b>Year/Make</b>	<b>Model</b>	<b>Color</b>	<b>Misc.</b>
<b>Places they may frequent, days &amp; times.( i.e. Gym, local bar, school etc.)</b>					
<b>Other Information</b>					

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## *Intelligence Forms*

<b>Target</b> (Secondary Subject of investigation. i.e Boy/Girlfriend)	<b>First</b>	<b>Middle</b>	<b>Last</b>		
<b>Descriptions</b>	<b>Age</b>	<b>Hgt/Wgt</b>	<b>Hair color/style , scars, tatoos etc.</b>		
<b>Photo Available?</b>		<b>If so, forward or E-MAIL in .jpg or bmp format.</b>			
<b>Full Address</b>				<b>Home Phone</b>	
<b>Employer Address</b>				<b>Work Phone</b>	
<b>Work Schedule</b>					
<b>Vehicles</b>	<b>Tag/State</b>	<b>Year/Make</b>	<b>Model</b>	<b>Color</b>	<b>Misc.</b>
<b>Places they may frequent, days &amp; times.( i.e. Gym, local bar, school etc.)</b>					
<b>Other Information</b>					

<b>Persons of Interest</b> (Children, neighbors etc.)	<b>First</b>	<b>Middle</b>	<b>Last</b>		
<b>Descriptions</b>	<b>Age</b>	<b>Hgt/Wgt</b>	<b>Hair color/style , scars, tatoos etc.</b>		
<b>Photo Available?</b>		<b>If so, forward or E-MAIL in .jpg or bmp format.</b>			
<b>Full Address</b>				<b>Home Phone</b>	
<b>Employer Address</b>				<b>Work Phone</b>	
<b>Work Schedule</b>					
<b>Vehicles</b>	<b>Tag/State</b>	<b>Year/Make</b>	<b>Model</b>	<b>Color</b>	<b>Misc.</b>
<b>Places they may frequent, days &amp; times.( i.e. Gym, local bar, school etc.)</b>					
<b>Other Information</b>					

PRIVATE INVESTIGATIONS