

Flash/Cancellation Notice

I-12 (Rev. 04-09-14)

Date _____

To: **FBI/CJIS Division**
Clarksburg, WV 26306

<input type="checkbox"/> FLASH	Mandatory Release _____ (date)	Expires _____ (date)	SPT _____ (date)	Expires _____ (date)
	Supervised Release _____	Expires _____	PTD _____	Expires _____
	Probation _____	Expires _____	PTS _____	Expires _____
	Parole _____	Expires _____		

When requesting flash notice, give the following information:

Date and Place of Sentence:	Disposition:
Charge:	
Contributor of Fingerprints:	

CANCEL (Reason) _____

SUPERVISION TRANSFER NOTICE: FROM: _____ TO: _____

Name		Residence			
Aliases	Numbers	Occupation			
	Arrest				
	Military	Race	Sex	Height	Citizenship
FBI UCN*	Alien	Weight	Eyes	Hair	
Date of Birth	Social Security				
Place of Birth		Scars, marks, and tattoos			
Agency Case or File Number		<input type="checkbox"/> Please Furnish Identification Record			
Agency *ORI#, and Address of Parties to be notified of Apprehension:		Agency, *ORI#, and Address of Contributor			

***FBI UCN and ORI# must be indicated or form will be returned without being processed. See reverse side for instructions.**

FLASH information should be furnished when a subject is being placed on parole, supervisory release, pretrial diversion, probation, bail/bond supervisions, etc.

CANCELLATION information should be furnished when you no longer desire information concerning the subject for which you have previously requested a flash notice.

TRANSFER information should be furnished when the supervision of a subject has been transferred from one agency to another.

Fingerprints for an offense **must** be in the Criminal Justice Information Services Division, Next Generation Identification (NGI) System and the FBI Universal Control Number (UCN) furnished when requesting a **FLASH** notice; however, if the FBI UCN is known but the flash offense is not on file, fingerprints for the flash offense must be submitted with the I-12. If you desire to have a **FLASH NOTICE** posted and are not certain whether an FBI identification record exists for the subject, query the Interstate Identification Index (III) via the National Crime Information Center (NCIC). Enter all available descriptive data to retrieve any identification record(s) possibly identical to your subject. If a possibly identical record is located, determine whether or not the record is identical with the subject. If identical, place the UCN on the I-12 and submit. If no record is identical to the subject, obtain fingerprints and submit with the I-12.

If you have questions concerning the use of an Originating Agency Identifier (ORI) number, contact your state NCIC Control Terminal Officer or Federal Service Coordinator.