# WITHDRAWAL REQUEST FORM

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| NAME OF MATTER | COURT FILE NUMBER |
| POLICE CASE OFFICER | PROSECUTOR |
| NAME OF COMPLAINANT | IS THE COMPLAINANT A CHILD (if yes D.O.B) |
| IS COMPLAINANT BEING SUPPORTED? IF YES BY WHO? | NAME OF DEFENDANT |
| DATE/FORM OF WITHDRAWAL REQUEST (TICK BOX WHEN COMPLETE)   * IF IN WRITING ATTACH * IF MADE VERBALLY PLEASE ATTACH YOUR NOTES * IF MADE TO POLICE PLEASE ATTACH ANY CORRESPONDENCE | |
| PROSECUTOR MADE CONTACT WITH THE COMPLAINANT AFTER RECEIPT OF REQUEST: Yes/No  If no, explanation:  WRITTEN RECORD OF CONTACT OR ATTEMPTED CONTACT TO BE ATTACHED INCLUDING THE FOLLOWING INFORMATION:   * the reasons provided by the victim for requesting the charges be withdrawn; * whether it appears that the views of the victim have been freely expressed and are not the result of threats, coercion, inducement or intimidation; | |
| THE PROSECUTOR HAS SPOKEN TO THE COMPLAINANT ABOUT THE FOLLOWING (WRITTEN RECORD INCLUDING RESPONSES TO BE ATTACHED)   * that the victim has been advised of the availability of services to provide victim support and protection; * they have been given a pamphlet from the VWC and an offer has been made to make an appointment with VWC * that the prosecution process, has been adequately explained to the victim; | |
| THE PROSCUTOR HAS COMMUNICATED TO POLICE BY EMAIL AND PHONE ANY CONCERNS THE VICTIM HAS ABOUT SAFETY | Date of Communication |
| REQUEST TO POLICE TO INVESTIGATE WITHDRAWAL REQUEST MADE | Date of Request |

OPP prosecutors wishing to enter a “nolle prosequi” must file a memorandum with the ‘withdrawal request report’ attached to it, with the Public Prosecutor to make the determination whether this course of action is appropriate.

THIS DOCUMENT AND ATTACHMENTS MUST BE DISCLOSED TO DEFENCE. IT IS NOTED THAT LEGAL PROFESSIONAL PRIVELEGE IS CLAIMED OVER ANY OPINION OR RECOMMENDATION PROVIDED TO THE PUBLIC PROSECUTOR IN ANY FORM, WHETHER IT IS IN RELATION TO THIS FORM OR NOT.

I have accurately completed this form and carried out inquiries as required.

Signed:

PROSECUTOR