

NEW YORK COUNTY
DISTRICT ATTORNEY'S OFFICE
1 HOGAN PLACE
NEW YORK, NY 10013
www.manhattanda.org



**Case Management Services
Defendant Property Release Unit**

**If Your Property Was Taken by
the New York City Police
Department (NYPD):**

- If the NYPD property voucher given to you at the time of arrest indicates "Arrest Evidence," "Forfeiture" or "Investigatory," you need to obtain a letter from the District Attorney's Office stating it no longer needs the property as evidence in your case.

**How to Make a Request to the
District Attorney Office's
Property Release Unit:**

- **By telephone:** (212) 335-9863
- **By e-mail:** propertyrelease@dany.nyc.gov
- **In person:** Monday – Friday
9am-5pm.
100 Centre Street, Room
785, New York, NY 10013
- **By mail:** New York County
District Attorney's Office
One Hogan Place
New York, NY 10013
ATTN: Property Release
Unit.
- **Through proxy/third party:** must be authorized with a notarized letter.

(over)

What You Need:

- Copy of the NYPD's property voucher invoice
- Proper photo identification, i.e., state ID or driver's license
- Telephone number
- Arrest information, i.e., arrest number, docket number or arrest date

Once a decision has been reached, you will be notified by either telephone or in writing to the e-mail/ mailing address provided.

The District Attorney's Office does *NOT* provide releases for:

- Property seized when a summons was issued. A release must be obtained from the NYPD Property Clerk, One Police Plaza, NY, NY 10038.
- Property classified as "Peddler Property." A release must be obtained from the Law Department, 100 Church Street, NY, NY 10007.
- Property classified as "Safekeeping." This property can be picked up from the NYPD Property Clerk, One Police Plaza, NY, NY 10038. Contact 646-610-5906.

A District Attorney's release letter is not a statement by the District Attorney's Office that you or anyone else has any possessory right to the property vouchered.