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| **DPP Case No:** |

**Request for a Summary of Reasons**

(when the DPP decides not to prosecute)

You can request a summary of the DPP’s reasons not to prosecute if you are:

* a victim of crime;
* a family member of a victim in a fatal case;
* a solicitor acting on behalf of either of the above.

If you wish to request a summary of reasons, please complete and send this form to the Office of the Director of Public Prosecutions (DPP) **within 28 days** of the date you are told of the decision not to prosecute.

1. If you want to communicate with us **by email**, please see bottom of page for further information.
2. Alternatively, we can also accept completed forms **by post** to the following address:

Victims Liaison Unit

Office of the Director of Public Prosecutions

Infirmary Road, Dublin 7, D07 FHN8.

1. **Please confirm** how you would like the Office of the DPP to communicate with you: **By Email:  *or* By Post:**

For more information about requesting reasons, you can see our leaflet ‘**How to Request Reasons** **and Reviews’** which is available on our website, [www.dppireland.ie](https://www.dppireland.ie/publications/information-for-the-public/).

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| **Victim Information** | | | | | | | | | | | | | | | |
| Please tick box if you are **under 18 years old** | | | | | | | **Date of birth**: | | | |  | | | | |
| **Preferred Title**: | | | Mr.  Ms.  Mrs**.**  Other *(please specify)*: | | | | | | | | | | | | |
| **First name**: | | |  | | | | **Last name/family name**: | | | | | |  | | |
| **If you are *NOT* the victim please give your details** | | | | | | | | | | | | | | | |
| **Your relationship to the victim(s)**: | | | | |  | | | | | | | | | | |
| **Contact Information** | | | | | | | | | | | | | | | |
| **Current Address**: | | | | | | | | | **Address** **at time of reporting the crime** *(if different)*: | | | | | | |
|  | | | | | | | | |  | | | | | | |
| **Email Address**: | |  | | | | | | | **Your telephone number**: | | | | |  | |
| **Investigation Information** | | | | | | | | | | | | | | | |
| **Name of suspect** *(if known)*: | | | |  | | | | | | | | | | | |
| **Garda Station where the crime was reported**: | | | | | |  | | | | | | | | | |
| **Name of investigating Garda**: | | | |  | | | | | | | | **Garda Pulse number**: | | |  |
| **Date you were informed of decision not to prosecute**: | | | | | |  | | | | | | | | | |
| **Signature**: |  | | | | | | | **Date**: | |  | | | | | |

**Communicating with the Office of the DPP by Email:**

Communication by email is through our secure electronic mailing system. This is for security and privacy reasons. To register on our system, please complete and email this form to [**victims.unit@dppireland.ie**](mailto:victims.unit@dppireland.ie) and **include a copy of proof of your identification\*** (for example, a photo of your passport or driving licence).

Once your identity has been verified, all correspondence from the Office of the DPP will be sent to your email address. We will provide a link in our emails through which you can access and download our letters to you.

**\* The copy of your identification document will be retained by the Office of the DPP for the purposes  
of verifying your ID only and will not be used for any other purpose.**