



**Joe Gonzales  
Criminal District Attorney  
Bexar County, Texas**

# **CONVICTION INTEGRITY UNIT CASE REVIEW INTAKE FORM**

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## **FORM INSTRUCTIONS**

The following form is required to initiate a case review by the Conviction Integrity Unit of the Bexar County Criminal District Attorney's Office. Please answer as many of the following questions as you can. The additional pages at the end of this form may be used if more space is needed to answer any question, however please indicate which question above you are answering.

**Please understand that we are not your attorneys and cannot give you legal advice. You should also be aware that the Bexar County Criminal District Attorney does not have the power to overturn your conviction or reduce your sentence. That can only be done by pardon, clemency, or a court acting under lawful authority.**

After completing this form, please submit it by email to [CIU@bexar.org](mailto:CIU@bexar.org) or by mail to the address below. Please include copies (but not originals) of any documents or materials you believe are necessary to conduct a review of your case.

Once we receive the completed form, a review of your case will be initiated to determine whether there is some evident injustice which may be corrected by the procedures available for post-conviction relief. The length of time this review may take will depend on factors such as the type of offense you were convicted of, the nature of your claims, the age of your case, and the availability of case materials and witnesses. After this review is complete, we will inform you of our conclusions.

**Bexar County Criminal District Attorney's Office  
Conviction Integrity Unit  
101 W. Nueva St. 4th Floor  
San Antonio, TX 78205-3030**

# CONVICTED PERSON INFORMATION

Name of Convicted Person

TDCJ #

Date of Birth

Current Address

Primary language

Are you currently incarcerated?

Yes

No, on probation

No, on parole

No, sentence discharged

Are you currently represented by an attorney?

Yes

No

If yes, please provide attorney's name and contact information.

Are you the convicted person?

Yes

No

If no, please provide your name, relationship and contact information.

# CASE INFORMATION

Case No.

Court

County

Offense(s) of conviction

Alleged victims' names and ages

Date of alleged  
offense

Date of  
conviction

Sentence

Time served

Plea/Trial

Plea (guilty/no contest)

Jury trial

Bench (judge) trial

Defense attorney(s) at plea or trial

Plea bargain offered?

What was offered and why did you accept or reject it?

Yes

No

Did you give a statement to police?

Did you testify at trial/plea?

Was there DNA evidence?

Yes

No

Yes

No

Yes

No

Please generally describe the evidence that was presented against you.

## **DIRECT APPEAL**

Did you take direct appeal of your conviction or sentence?

Yes      No

If no, why not?

If yes, please give the cause number, date filed, defense attorney, and claims raised.

Did you file a "Petition for Discretionary Review" with the Texas Court of Criminal Appeals?

Yes      No

If yes, please give the cause number and describe the claims raised and the result?

# WRITS OF HABEAS CORPUS

Have there been any habeas corpus proceedings filed in state or federal court in your case?

None

Federal

State (Texas)

Not sure

How many state writs of habeas corpus have you filed?

If you have filed writs of habeas corpus in state or federal court, please list the cause number(s), defense attorneys (if any), and the claims raised.

## CLAIMS IN YOUR CASE

### Actual Innocence

Do you claim to be actually innocent of the crime of your conviction?

Yes      No

**If yes, please answer the questions below. Understand that your response is not protected by the attorney-client privilege. If needed, additional pages may be submitted with this form.**

Please describe your version of the events concerning the crime of your conviction. Include a description of what you were doing that day, what you believe happened, and any other information you feel is important. Also, describe why you believe any important information was not presented on your behalf.

Do you have a verifiable alibi that may prove you could not have committed this crime? If so, please provide details including witness who can verify your whereabouts. Also, can you provide an affidavit from these witnesses verifying your alibi?

Do you know if any other suspects were investigated in this case? If so, please list who they are any any known contact information.

Was DNA material collected and/or tested in your case? If so, what is your understanding of the results of the testing? Are there collected materials that have not been tested?

Why do you believe you were identified as a suspect in this case?

***Please include any other information or materials you believe we should have in conducting a review in your case. These may include documents, affidavits, or letters supporting your claim, but do not send originals.***

## Ineffective Assistance of Counsel

Do you claim your attorney provided you ineffective assistance of counsel in your case?

Yes

No

Not sure

If yes, please describe what actions you believe your attorney took or did not take that deprived you of your right to effective assistance of counsel. Note: simply failing to secure a dismissal, acquittal, better sentence, or more favorable plea bargain does not make your attorney constitutionally ineffective.



## Withheld Evidence or Brady Information

Do you claim evidence or *Brady* information (exculpatory, mitigating, or impeachment evidence) was not given to your defense team by the prosecution?

Yes

No

Not sure

If yes, please describe the evidence or information you believe was not provided. How did you come to know of the existence of this information? Can you provide a letter or affidavit from your trial attorney verifying that this information was not turned over?

## Other Claims and Information

Please describe any other claims not covered above which you believe resulted in an unjust conviction or sentence in violation of your constitutional rights. Also, describe any other information you believe may be needed to conduct a review of your case.

## **ADDITIONAL PAGES (1)**

## **ADDITIONAL PAGES (2)**

## **ADDITIONAL PAGES (3)**

## **ADDITIONAL PAGES (4)**

## **ADDITIONAL PAGES (5)**