Exemplar Takata Airbag Collection Evidence Transfer Log

Law Firm:			Collection Business Name:		
Law Firm Contact:	Phone:		Collection Address:		
Investigator/Collector:			Collection City:		
Investigator Phone:			State:		Zip:
Collection Contact:			Collection Phone:		

Instructions: Use One (1) form per collection location making sure header information is complete. Follow instructions in Steps 1 thru 9 to create unique ID for each inflator collected. This number will be used to track inflator throughout testing & evaluation process.

1.) 1st three letters in Law Firm's name	-	2.) 1st three letters in collection location's name	-	3.) 1st three letters of collection city	-	4.) Last 6 of vehicle VIN	-	5.) Airbag Assembly Serial #	-	6.) Date Collected (YYYY/MM/DD)	-	7.) Year (YYYY)	-	8.) Make	-	9.) Model
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Released by:	
Signature:	
Released to:	
Date Released:	
Shipping Method	
UPS Fed Ex USPS	Shipping Date:

Received by:	
Signature:	
Received Date:	

Instructions: Include copies of collection forms for each airbag shipped. (For driver's and passenger airbags from same vehicle include the shared collection form). Upload the photos for each airbag collected to the Dropbox folder using the entire VIN# as the folder name.