



**PRIVATE
INTELLIGENCE
AGENCY**

PRIVATE INTELLIGENCE AGENCY [PIA] INTAKE CASE FORM

CONFIDENTIAL INFORMATION

CLIENT INFORMATION

Client's Full Name: _____

Address: _____ City _____

Zip Code _____ State _____

Cell Phone: _____

Business Phone: _____

Email Address: _____

SUBJECT INFORMATION

Subjects Full Name: _____

"Other" names _____, _____

Last Known Address: _____ City: _____

Zip Code: _____ State(s) _____, _____, _____

Cell Phone: _____

Land Line Phone: _____

Computer IP Address _____

Email Address: _____

Social Media Sites: FB _____ **Twitter** _____

Snapchat _____ **Other:** _____

DESCRIPTION

Sex: Male _____ Female _____ Transgender _____ Other: _____

Height _____ Weight _____

Short Hair _____ Long Hair _____ Bald _____

Facial Hair ? Yes ___ No ___ **Tattoos?** If Yes, What? _____ Where? _____

Divorced? If yes, to whom : Spouse _____ City _____

Married? If yes, to whom: Spouse _____ City _____

Ethnicity: White _____ African American _____ Hispanic ___ Asian _____

If Other, please list: _____

Subjects DOB _____ Age _____

Social Security _____

If Subjects employed, Company _____ City _____

Work Schedule if known: From _____ AM/PM to _____ AM/PM

Days Worked; Mon___ Tue___ Wed___ Thur___ Fri___ Sat___ Sun___

Current or older picture of subject ? : Yes _____ No _____

Any known Associates? Name _____ City _____

Phone number ? _____

Place of Employment: _____

Any known Family? Name _____ City _____

Phone number? _____

Does Subject belong to any groups/clubs or organizations [i.e] Bowling, Political?

If Yes: _____ City _____

Do you know City and State subject was born or raised?

If yes, City _____ State _____

Date & place subject was last seen ? Date _____

Location: [address or a place] _____ City _____ State _____

Does subject have a criminal record? If yes please explain:

Additional comments or information: