Effective March 1, 2024, the Missouri Digital Forensic Center (MDFC) will be moving to an online system to submit service request. If you have general questions about conducting an investigation with a digital nexus, you should contact a DDCC investigator at the local Highway Patrol Troop. If you have general questions about the examination of digital evidence, you should contact the MDFC by email or phone. All formal request for service (examination/extraction/etc.) will need to be submitted through the online system, Atlas, at the following link:

## https://forensics.mshp.dps.mo.gov

After you have made your request in Atlas, you need to WAIT until the MDFC intake coordinator contacts you (likely via email) letting **you** know that you can bring your items in or submit them via UPS or FedEx. Do NOT bring anything by or UPS anything until you are contacted!



All evidence MUST be properly packaged and sealed. We can work with you on large bulky items like desktops, but things like cell phones must be bagged and sealed. As part of the intake process, you and the MDFC intake officer will go though each item. Some items may need to be repackaged and unnecessary items like computer bags and large phone cases may be sent back with you.

## \*\*IMPORTANT: Please review the attached user guide, which will walk you though this process.\*\*

If submitting evidence via UPS or FedEx, send to us at the following address. Put you properly packaged evidence in an outer box. The outermost package should not be you evidence packaging.

Missouri State Highway Patrol DDCC – MDFC Intake 1510 E Elm St Jefferson City, MO 65102

If an urgent request comes in, we will work to accommodate the request; please call 573.526.6371 with urgent requests.

We will notify you when the case is complete and the items are ready for pickup.

Thank you,

Patrick Sublette, Master Sergeant Missouri Digital Forensics Center

All,