



Pseudonym Form Instructions

PSEUDONYM FORM: PURPOSE AND HOW TO USE IT

This form lets victims of certain crimes use a fake name (pseudonym) instead of their real name in public records related to the crime. It applies to victims of:

- Sexual Assault or Other Sex Offenses
- Stalking
- Family violence
- Human trafficking

This ensures that the victim's real name is not disclosed in public files and records concerning the offense, including police reports, press releases, and judicial proceedings. The pseudonym is only used in records related to the crime and does not apply to other public files and records.

INSTRUCTIONS FOR VICTIMS:

1. **Choose a Pseudonym:** Select a fake name that will replace your real name in all public records concerning the offense.
2. **Complete the Form:**
 - **Personal Information:** Provide your real name, address, and telephone number.
 - **Pseudonym:** Enter the chosen fake name in the designated section.
 - **Offense Details:** Select the crime you encountered. This will help in finding the appropriate records
 - **Release of Information Exception:** Select which organizations, if any, are permitted to know your real name and information.
3. **Submission:** Return the completed form to the law enforcement agency investigating the offense. This agency is responsible for ensuring that your pseudonym replaces your real name in public records related to the case.

RESPONSIBILITIES OF LAW ENFORCEMENT:

Law enforcement agencies *should*:

1. **Inform Victims:** Notify victims of their right to use a pseudonym and explain the purpose of the Pseudonym Form.
2. **Assist in Form Completion:** Help victims fill out the form if needed.

Upon receiving the completed form, law enforcement agencies are *required to*:

1. **Replace the Victim's Name:** Remove the victim's real name and substitute it with the pseudonym in all reports, files, and records related to the offense.
2. **Notify:** Inform the attorney representing the state about the pseudonym and the victim's choice to be identified by it.
3. **Protect Confidentiality:** Maintain the form in a manner that safeguards the confidentiality of the information provided.