



ALCOHOL

West Manheim Twp. Police Dept.

Property Manual



Mark original container with identifiers such as name or initials if possible.



Place container in small brown paper bag. This includes bottles, cans, and other sealed or empty containers.



Seal bag with evidence tape and affix tag to front with clear tape.



Points of Interest

- If alcohol evidence is not considered crucial to prosecution, *empty and discard containers* at the scene and document said action in report and/or property log. Photograph if possible.
- If alcohol evidence is retained and there are several containers of the same brand, consider keeping *one container of each brand* and discarding the rest.
- Alcohol in original *keg, case, six pack, or cooler* container may remain as is. Mark and/or affix tag to the original container and secure to prevent loss of contents.
- Alcohol containers which are *too large to fit into standard bag*, for example 750 ML bottles of liquor, may remain as is. Mark and/or affix tag to original container.
- *Several containers* of alcohol may be packaged in a larger brown paper grocery bag.