

[County Letterhead]

DATE: [Date]

TO: [District Attorney Name]

FROM: [CAC Name]

SUBJECT: Prosecution Opportunity: [Name of Case], [Priority Case Number or other tracking number]

Dear [District Attorney]:

Our office has recently completed an investigation of an incident that occurred on [date] in [Name of County] County. The facts of the case, as we know them at this time, are described in the enclosed report.

This case appears to present violations of [Business and Professions Code (B&PC), California Food and Agricultural Code (FAC) and/or Title ___ California Code of Regulations) (_ CCR)] section(s) _____. We believe this case may be appropriate for either civil or criminal prosecution by your office.

Please check the appropriate box below and send a copy of this letter back as soon as possible. If you have any questions or would like to discuss this case in more detail, please contact [person's name] of my staff at [phone number] as soon as possible to discuss the incident. If we do not hear back from you within **[appropriate time, such as "30 days"]**, we will assume you have no interest in this case and we will pursue it through our processes.

Enclosures:

Investigative Report for [Name of Case]

District Attorney Prosecution of Pesticide Violations under Food & Agricultural Code

TO BE COMPLETED BY THE DISTRICT ATTORNEY'S OFFICE:

Date: _____

- ☐ We will defer to the Agricultural Commissioner for appropriate administrative action.
- ☐ We will accept this case. The Deputy District Attorney assigned to handle this case is:

Contact Name: _____

Phone Number/Email: _____

In the event your office accepts this case and later decides to not prosecute this matter, please inform our office immediately. **Please inform us when charges are filed and/or when the case is resolved.**