

# Common questions about the letter you have received

## Why did I receive this letter?

You have the right to know if someone is being prosecuted. When police start a prosecution, a letter is automatically generated and sent to the victim of the crime. This letter contains four important pieces of information to help you keep track of the case.

### 1. Police reference number (top right corner)

Police use this to keep track of all information about the case. You should quote it when communicating with the police.

### 2. Accused person's name

As a victim of crime, you are entitled to know the name of any person charged with committing an offence against you. If that person is under 18, you are only entitled to their initials. You can (in writing) ask the Commissioner of Police for the full name.

### 3. Details for the first court hearing

The letter will include important information about the first court hearing. You should be given:

- court location
- the date
- approximate time.

The Victims of Crime SA website has lots of helpful information about the court process and what to expect. Visit [www.voc.sa.gov.au/going-to-court](http://www.voc.sa.gov.au/going-to-court)

### 4. Information about Victim Impact Statements (VIS)

You have the right to talk about how the crime has affected you. This happens through a Victim Impact Statement. For more information, you can ask the police investigator or download a VIS form at [www.voc.sa.gov.au/vis](http://www.voc.sa.gov.au/vis)

### I only received the letter after the first court date

Sometimes, for different reasons, victims may not receive the letter before the court date. If you receive the letter after the court date you can still use the information to track the progress of the case.

## Getting information about your case

You will not receive automatic updates about the progress of your case.

**If you want to be kept advised of what is happening with your case, you need to tell the police.**

You can always speak with the investigating officer – they will answer your questions.

If the investigator is not available, you can speak with a Victim Contact Officer (VCO).

A VCO is available (Monday - Friday) at the following police stations and specialist branches for police investigations.

### Victim Contact Officers

Metro	
Eastern Adelaide	7322 4917
Northern District	8207 9471 8207 9358
Southern District	8392 9013
Western District	8207 6421
Regional	
Barossa	8568 6621
Eyre & Western (Pt Lincoln)	8688 3020
Eyre & Western (Whyalla)	8648 8020
Far North (Pt Augusta)	8648 5019
Hills Fleurieu (Mt Barker)	8339 2422
Limestone Coast (Mt Gambier)	8735 1041
Murray Mallee (Murray Bridge)	8535 6023
York Mid North	8638 4014
Yorke Mid North (Pt Pirie)	8638 4028
Specialist branches	
Major Crash Investigation (Fatal and serious road crashes)	8207 6071
Major Crime (Homicide)	8172 5439

## Victim Registers

You have a right to certain information about the offender. As soon as they are taken into custody you can register to be kept informed.

There are three different victim registers you can apply to, depending on the type of crime committed and the offender.

The VOCSA website has more about each register and the process to apply.

## About the prosecution

Once someone is charged, the case goes to either a police prosecutor or a prosecutor from the Office of the Director of Public Prosecutions (ODPP). It depends on the charge.

If you have questions, you should try to speak with the police investigator first.

If they are not available you can contact the police prosecutor or the ODPP.

### South Australia Police Prosecution Units

Adelaide	7322 3904
Barossa	8568 6612
Berri	8595 2004
Christies Beach	8392 9116
Ceduna	8626 2020
Elizabeth	8207 9416
Kadina	8828 1116
Mount Barker	8398 1787
Mount Gambier	8735 1043
Murray Bridge	8535 6026
Port Adelaide	7322 4590
Port Augusta	8648 5051
Port Lincoln	8688 3033
Port Pirie	8638 4032
Whyalla	8648 8012

### Office of the Director of Public Prosecutions

**Phone:** (08) 8207 1529

**Email:** [dpp@agd.sa.gov.au](mailto:dpp@agd.sa.gov.au)

If the ODPP is prosecuting the case, you may have also been assigned a Witness Assistance Officer who can help answer your questions.

## Court proceedings

You do not need to go to court unless you have been asked to attend, or you've received a subpoena.

There are some situations where you are not allowed to sit in court. This includes:

- if you are going to give evidence later in the case
- if the judge or magistrate has made an order closing the court.

### Magistrates Courts Helpline

**Phone:** (08) 8204 2444

### District Court and Supreme Court

**Phone:** (08) 8204 0289

## Victims of Crime SA

Victims of Crime SA is led by the Commissioner for Victims' Rights and works to help victims by:

- providing information, advice and support
- dealing with the physical, emotional and financial impacts of the crime
- supporting them in their dealings with prosecution authorities and government agencies
- advocating for victims and ensuring their rights are upheld.

**Phone:** (08) 7322 7007

**Email:** [victimsofcrime@sa.gov.au](mailto:victimsofcrime@sa.gov.au)

The VOCSA website also contains a lot of helpful information for victims including:

- your rights as a victim of crime
- what compensation you might be entitled to
- where you can go for more help.

**Web:** [www.voc.sa.gov.au](http://www.voc.sa.gov.au)

## Domestic and family violence

If you are experiencing domestic and family violence and the perpetrator has been charged you may still be at risk.

The 24 Hour Domestic Violence Crisis Line can help.

**Phone:** 1800 800 098