



**South Carolina  
Law Enforcement Division**

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**FORENSIC SERVICES LABORATORY  
CUSTOMER NOTICE 2017-09  
October 3, 2017**

**REGARDING REQUESTS TO CHANGE ADMINISTRATIVE  
INFORMATION ON COMPLETED REPORTS**

Effective immediately, changes to submission information will only be made to forensic reports if notification is received prior to the completion of any report. Information entered by the customer into iLab will be considered the official submission record. Please be sure critical information is entered correctly such as name(s), agency case numbers, incident dates, etc.

We appreciate your assistance with ensuring the laboratory is provided with accurate case information upon initial submission to provide the highest quality service to our customers.



*An Accredited Law Enforcement Agency*

