

- *Address and contact details*

It is important for the requesting state to indicate a contact person to whom the requested state may seek clarification or further information. For this reason, the requesting authority should provide direct contact details including e-mail, fax, and/or phone

Please note that the 2nd Additional Protocol to the Convention on mutual assistance in criminal matters enables direct contacts. It is crucial to provide contact details of the prosecutor or other officials making the request without restricting this type of information to heads of offices.