

# NIBRS Tip of the Month

## Crime Data Submission Deadline



WASPC CJIS submits one monthly file to the FBI with all agencies' crime statistic data\*. Regular submissions keep the state and federal crime statistics current and help contributing agencies from falling too far behind.

The month's crime data must be submitted by the **15th** of the following month.

For example: Crime data for the month of July should be submitted by August 15th; WASPC CJIS compiles the Washington State data into one file and sends it to the FBI shortly after the 15th\*.

Any data submitted to WASPC CJIS after the 15th deadline will not be forwarded to FBI until the following month. If the 15th falls on a weekend or holiday, the file will be sent on the first business day after the 15th.

\*One file is submitted with all NIBRS data and one file is submitted for all Summary Reporting agencies.

Please contact the WASPC CJIS Department at [cjis@waspc.org](mailto:cjis@waspc.org) or (360) 486-2380 if you need clarification.