

**Kay Micklitz**  
**Forensic Document Examiner - Board Certified - Court Qualified**  
**4120 Running Springs - San Antonio, Texas 78261**  
**830-980-4083 - Fax 830-980-4076**  
**www.micklitz.com**

**CURRICULUM VITAE**

**EDUCATION & TRAINING**

- Board Certified Document Examiner, National Association of Document Examiners (NADE); Re-certified November 1, 2005
- Apprenticed to Katherine Mainolfi Koppenhaver, CDE & Past President of the National Association of Document Examiners
- Diplomate, National Association of Document Examiners
- American Institute of Applied Science (AIAS), completed the Questioned Document Section and the Police Photography Section of the A.I.A.S. Forensic Science Program
- The National Questioned Document Association (NQDA). Completed the Basic Course in Forensic Document Examination through NQDA. Certified by the State of Oklahoma
- Paralegal Certificate. University of Texas at San Antonio (UTSA)
- State Licensed Instructor, Texas Commission on Law Enforcement Officer Standards and Education
- State Commissioned Crime Scene Investigator, Precinct No. 2, Bexar County, Texas
- Collaborative Laboratory Testing Services, Inc., Sterling, Virginia
- FBI Citizens Academy, San Antonio Division, San Antonio, Texas

**HAVE GIVEN OPINIONS ON THE FOLLOWING TYPES OF CASES:** Ms. Micklitz has met and been qualified under the *Daubert/duPont* guidelines.

- |                             |                        |                         |                      |
|-----------------------------|------------------------|-------------------------|----------------------|
| • Disputed Wills            | Internal Sabotage      | Securities Fraud        | Sequential Entries   |
| • Anonymous Hate Notes      | Medical Authorizations | Internal Theft          | Arrest Warrant       |
| • Death Threats             | Real Estate Documents  | Graffiti                | Ink Over Ink Entries |
| • Sexual Harassment         | Child Custody Dispute  | Paternity Suits         | Insurance Fraud      |
| • Forged Checks             | Poison Pen Letters     | Prescription Fraud      | Embezzlement         |
| • Typewriter Identification | Security Agreements    | Bank Signature Cards    | Document Alteration  |
| • Lease Agreements          | Proctor Sign-In Logs   | Insurance Beneficiaries | Traced Signatures    |
| • Disguised Signatures      | Credit Card Receipts   | Divorce Papers          | Anonymous Cartoons   |
| • Altered Medical Records   | Gift Tax Returns       | Credit Disability Apps  | Bank Robbery Notes   |
| • Thermal Paper Recovery    | Contract Agreements    | Motor Vehicle Purchase  | Holographic Wills    |
| • Sales Contracts           | Warranty Deeds         | Auto Accident Claims    | Corporate Minutes    |
| • Certificates of Deposit   | University Evaluations | Stock Certificates      | Loan Documents       |

**CLIENTS**

Attorneys throughout the States of Texas,  
Florida, Virginia, West Virginia, Alabama,  
Indiana, Iowa, New York & New Mexico  
Corporations/Securities Companies  
U.S. Army Medical Command  
Fabricating & Manufacturing Cos.

Fannie Mae/Savings & Loans  
Hospital/Medical Clinics  
Marketing Companies  
Banks/Financial Institutions  
Medical Doctors/Dentists  
Security Management Cos.

Women's Shelter  
District Attorney's Office  
Insurance Companies  
Federal Public Defender  
Nursing Homes/Legal Aid  
Auto Dealers

## **APPOINTMENTS (partial listing)**

- 2009: U.S. District Court, Western Dist of TX, San Antonio Divn: 226<sup>th</sup> Dist. Ct., Bexar County, TX
- 2008: 226<sup>th</sup> District Court, Bexar County, TX      2008: 207<sup>th</sup> District Court, Comal County, TX
- 2006: 186<sup>th</sup> Bexar County & 185<sup>th</sup> Comal County, TX      2007: 337<sup>th</sup> District Court, Victoria County, TX
- 2006: 147<sup>th</sup> District Court, Travis County, TX      2005: 399<sup>TH</sup> District Court, Bexar County, TX
- 2004: 81<sup>st</sup>/218<sup>th</sup> Judicial District, Atascosa County, TX      2005: 394<sup>th</sup> District Court, Brewster County, TX
- 2003: 186<sup>th</sup> & 290<sup>th</sup> District Court, Bexar County, TX      2004: 37<sup>th</sup> District Court, Bexar County, TX
- 2002: 226<sup>th</sup> District Court, Bexar County, TX      2002: 119<sup>th</sup> Judicial District, Runnels County, TX
- 2001: U.S. District Court, Southern District of TX, Houston Division
- 2001: U.S. District Court, Western District of TX, San Antonio Division
- 2000: District Court, Comal County, Tx      District Court, Victoria County, TX
- 2000: County Court at Law No. 1, Bexar County, TX      1999: County Court #7, Bexar County, TX
- 2000 & 1999: U.S. District Court, Western District of TX, San Antonio Division
- 1998: Court of Crim. Appeals, Austin, TX: 1998: County Courts at Law Nos. 2, 6, 8 & 9, Bexar Cty, TX

## **CONTINUING EDUCATION (partial listing)**

- 2010-Fraud Investigators Assn. of TX/Internat'l Assn. Financial Crimes Investigators, Houston, TX
- 2010-National Association of Document Examiners, Portland, OR
- 2009-Forensic Expert Witness Association, Austin, TX
- 2008-National Association of Document Examiners, Austin, TX
- 2007-National Association of Document Examiners, Tucson, AZ
- 2007-American Academy of Forensic Sciences, San Antonio, TX
- 2005-National Association of Document Examiners, Quebec, Canada (presenter)
- 2005-Fraud Investigators Association of Texas, Austin, TX
- 2004-American Academy of Forensic Sciences, Dallas, TX
- 2003-International Association for Identification, Texas Division, Galveston, TX
- 2003-National Association of Document Examiners, New Orleans, LA (presenter)
- 2002-Association of Forensic Document Examiners, Las Vegas, NV
- 2001-Printing Process Identification & Image Analysis, Rochester Institute of Technology, Rochester, NY
- 2000-Forgery Investigators Association of Texas, San Antonio, TX
- 2000-National Questioned Document Association, Dallas, TX
- 1998-Forgery Investigators Association of Texas, Austin, TX
- 1997-The National Association of Document Examiners, Las Vegas, NV (presenter)
- 1997-Forgery Investigators Association of Texas, Georgetown, TX
- 1996-The National Association of Document Examiners, Baltimore, MD
- 1995-The National Association of Document Examiners, San Antonio, TX

## **PROFESSIONAL AFFILIATIONS**

- National Association of Document Examiners      International Assn. for Identification, TxDivn.
- Association of Certified Fraud Examiners      ASTM International Committee, Forensic
- Fraud Investigators Association of Texas      Sciences/Document Examination Divn.

## **BOARD POSITIONS (partial listing)**

- 2005-2010-Chair, ByLaws Committee, National Association of Document Examiners
- 2002; 2004-05-Associate Director, Association of Certified Fraud Examiners, San Antonio Chapter
- 2000-2005-ByLaws Committee, National Association of Document Examiners
- 1998-04-Editorial Board, Journal of the National Association of Document Examiners
- 1998-00-Associate Director, Association of Certified Fraud Examiners, San Antonio Chapter

Kay Micklitz, BCDE

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## PUBLISHED

- 2008 – *Examination of Ink Jet Print vs. Photocopy*, J. NADE, Vol. 29, No. 1, 2007-2008
- 2008 – *The Inert Hand Signature*, Forensic Magazine, Vol. 2, Issue 22, October 29, 2008
- 2005 – *Choosing the Right Handwriting Expert*, San Antonio Lawyer, September-October 2005
- 2004 – *Parkinson Disease and Handwriting*, J. NADE, Vol. 27, No.1
- 2002 – *Signature Security*, Texas Paralegal Journal, Legal Assistants Division, State Bar of Texas
- 2002 – *Thermal Paper Case*, J. NADE, Vol. No. 1
- 2001 – *Examination With A Video Spectral Comparator*, J. NADE. Vol. 24. No. 1
- 2000 – *Digital Examination of a Microfilmed Document*, J. NADE, Vol. 23, No. 2
- 2000 – *Motion in Limine Precludes Experts' Testimony*, J. NADE, Vol. 23, No. 1
- 1999 – *Signature Security*, Amer. Soc. Ind. Security; Bexar County Women's Bar Assn., Equal Times
- 1999 – *Theft by Forgery*, Amer. Soc. Ind. Security; Bexar County Women's Bar Assn., Equal Times
- 1998 – *Theft by Forgery*, Bexar County Women's Bar Assn., Equal Times
- 1997 – *Victimized by Forgery*, South Texas Business Crime Council Newsletter

## INSTRUCTOR

- |   |                     |
|---|---------------------|
| • Texas Peace Officers & Detectives             | District Attorneys  |
| • Texas Private Investigators & Security Agents | D.A. Prosecutors    |
| • Fraud and Forgery Examiners                   | Sheriff Deputies    |
| • Private Corporations & Small Businesses       | Private Individuals |
| • Family and Marriage Counselors                | Administrators      |

## LECTURES (partial listing)

- 2009 – Enterprise Fraud & Anti-Money Laundering, USAA, San Antonio, TX
- 2007 – Fraud Investigators Association of Texas, San Antonio, TX
- 2007 - FBI Annual Financial Institution Crime Day, San Antonio, TX, Houston, Tx & New Orleans, LA
- 2007 - Public Defender Association, Las Vegas, NM
- 2007 – Association of Certified Fraud Examiners Annual Conference, San Antonio, TX
- 2006 – American Society for Industrial Security, San Antonio, TX
- 2005 - San Antonio Landsmen Association, San Antonio, TX
- 2004 - San Antonio Young Lawyers Association, San Antonio, TX
- 2004 - Texas Department of Insurance Fraud, Austin, TX
- 2003 - Texas State University at San Marcos, San Marcos, TX
- 2003 - Legal Assistants University, State Bar of Texas, San Antonio, TX
- 2003 - Association of Certification Fraud Examiners, San Antonio Chapter, TX
- 2003 - Texas Association of Licensed Investigators, San Antonio, TX
- 2003 - Legal Assistants Division, State Bar of Texas, San Antonio, TX
- 2002 - Texas Law Enforcement Intelligence Unit Association, San Antonio, TX
- 2002 - Alamo Area Law Enforcement Training Academy, San Antonio, TX
- 2002 - Association of Certified Fraud Examiners, San Antonio Chapter, Antonio, TX
- 2001 - National Defender Investigation Association, Kansas City, MO
- 2000 - Institute of Internal Auditors, San Antonio Chapter, San Marcos, TX
- 2000 - Association of Certified Fraud Examiners, Austin Chapter, Austin, TX
- 1999 - Federal Criminal Investigators Association, San Antonio, TX
- 1999 - American Society for Industrial Security, San Antonio, TX
- 1998 - Clearing House Association of the Southwest, San Antonio, TX
- 1997 – Texas Association of Licensed Investigators Annual Conference, Austin, TX
- 1997 – Association of Certified Fraud Examiners, San Antonio, TX