



Lakemore Police Department

Roy Smith, Chief of Police

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LAKEMORE POLICE DEPARTMENT

CITIZEN COMPLIMENTS OR CONCERNS

Instructions:

- 1. Complete with as many details as possible.
2. The form must be notarized.
3. Return the completed form to the Chief of Police.
4. Response will be given to the reportee within two weeks.

Internal Use Only:

Date Received

Notes:

REPORTEE INFORMATION

Form with fields: Last Name, First Name, M.I., Date of Birth, Home Phone, Work Phone and Extension, Other Contact Number, Address (To include PO Box if applicable), City, State, Zip Code

OFFICER(S) INVOLVED

Table with 3 columns: Officer's Name, Badge #, Car #

WITNESS INFORMATION

Form with fields: Last Name, First Name, M.I., Date of Birth, Phone, Address (To include PO Box if applicable), City, State, Zip Code (repeated three times)

INCIDENT DETAILS

Form with fields: Date of Incident, Time of Incident, Incident Location (Address)

Nature Of Compliment or Concern

Form with multiple empty lines for text entry

Please continue on page two. Please sign and have notarized.



