



FEDERALSBURG POLICE DEPARTMENT

CITIZEN COMPLAINT FORM

Please use this form if you wish to file a complaint regarding a member of The Federalsburg Police Department or any policies or procedures of the department. Citizens may make complaints in any form, including in writing, by e-mail, in person or by telephone. (NOTE) All complaints will be courteously accepted by any department member and promptly given to the appropriate supervisor. Although written complaints are preferred, a complaint may also be filed orally, either in person or by telephone. Such complaints will be directed to a supervisor. If a supervisor is not immediately available to take an oral complaint, the receiving member shall obtain contact information sufficient for the supervisor to contact the complainant. The supervisor, upon contact with the complainant, shall complete and submit a complaint form as appropriate. Although not required, complainants should be encouraged to file complaints in person so that proper identification, signatures, photographs or physical evidence may be obtained as necessary. Anonymous complaints may also be received and may be provided by a third party.

Date of Incident : _____ **Location of Incident :** _____

Officer's Information

Officer's Name : _____ **Badge / I.D. number:** _____ **Car number:** _____

Complainant Information

Complainant's Name : _____ **Gender :** _____ **Race :** _____

Home Address : _____ **Home City :** _____ **Home State :** _____

Home Zip : _____ **Home Phone :** _____ **Current Cell # :** _____

Complainants E-Mail : _____ **Other contact phone #** _____

Complainants Employer : _____ **Occupation :** _____

Employer's Address : _____ **City :** _____ **State :** _____

Employer's Zip Code : _____

Witness Information

Witness Name : _____ **Witness Address :** _____ **City :** _____ **State :** _____
 _____ **Zip** _____

Home Phone : _____ **Cell Phone :** _____

E-Mail : _____

