

ADDRESS ALL  
COMMUNICATIONS  
TO THE CHIEF OF  
POLICE



**POLICE DEPARTMENT**  
CITY OF BELVEDERE  
450 SAN RAFAEL AVENUE  
BELVEDERE, CALIFORNIA 94920

TELEPHONE  
415-435-3266

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**CITIZENS COMPLAINT REPORT**

Report No. \_\_\_\_\_ Date Filed \_\_\_\_\_

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**REPORTING PARTY**

NAME \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

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**VICTIM OF MISCONDUCT** (If different than reporting party)

NAME \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

DATE/TIME OF INCIDENT \_\_\_\_\_

LOCATION \_\_\_\_\_

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**WITNESS(ES)**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

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**NAME OR DESCRIPTION OF POLICE DEPARTMENT EMPLOYEE WHO IS THE SUBJECT OF COMPLAINT**

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WAS ANY PARTY TO THE COMPLAINT, OR WITNESS, DETAINED OR INTERVIEWED BY THE POLICE DEPARTMENT? IF SO, WHOM \_\_\_\_\_

MAY THE INVESTIGATOR INTERVIEW THE COMPLAINANT AT HIS/HER PLACE OF EMPLOYMENT?  YES  NO

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YOU HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A POLICE OFFICER FOR ANY IMPROPER POLICE CONDUCT. CALIFORNIA LAW REQUIRES THIS AGENCY TO HAVE A PROCEDURE TO INVESTIGATE CITIZEN'S COMPLAINTS. YOU HAVE A RIGHT TO A WRITTEN DESCRIPTION OF THIS PROCEDURE. THIS AGENCY MAY FIND AFTER INVESTIGATION THAT THERE IS NOT ENOUGH EVIDENCE TO WARRANT ACTION ON YOUR COMPLAINT; EVEN IF THAT IS THE CASE, YOU HAVE THE RIGHT TO MAKE THE COMPLAINT AND HAVE IT INVESTIGATED IF YOU BELIEVE AN OFFICER BEHAVED IMPROPERLY. CITIZEN COMPLAINTS AND ANY FINDINGS RELATING TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE YEARS.

I have read and understood the above statement.

Signature of reporting party \_\_\_\_\_

**RECEIVING OFFICER/EMPLOYEE**

SIGNATURE \_\_\_\_\_

BADGE NO. \_\_\_\_\_

DATE/TIME \_\_\_\_\_

