



Please give this completed document to a Police Supervisor or send it to the Office of the Chief of Police of this agency at the following address or email: C/O: Chief of Police, South Windsor Police Department, 151 Sand Hill Road, South Windsor, CT 06074. Email: pdcommand@southwindsor.org

Date of Incident:	Time of Incident:	Date Reported:	Time Reported:
Location of Incident:			
Complainant's Name:		Complainant's Address (Street, City, State, Zip):	
Complainant's Date of Birth:	Complainant's Home Phone #:	Complainant's Work Phone#:	
Complainant's Cell Phone #:	Complainant's E-Mail Address:		
Complainant's Employer:		Complainant's Occupation:	
Employer's Address:			Employer's Phone Number:
Person Assisting Complainant:	Address of Person Assisting:	Phone of Person Assisting:	
Employee Complained About (if known): (Name or Physical Description, Badge #, Car #, etc.)			
Witness Information (Name, D.O.B., Address, Telephone #, etc.):			
Please provide answers to the following questions:			YES NO UNSURE
1. To your knowledge, was all or any part of the incident complained of video or audiotaped by anyone?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2. Are you afraid for your safety, or that of any other person, for any reason as a result of making this complaint?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
3. Has anyone threatened you or otherwise tried to intimidate you in an effort to prevent you from making this complaint?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4. Are you able to read, write and speak the English Language?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5. If your answer to Question #4 is "No" or "Unsure", have you been provided with adequate language assistance to help you understand and fill out this form?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
(If you answered "Yes" to any of the above questions, please provide details on page 2.)			
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Details of the Incident:

Please provide a full description of the circumstances that prompted your complaint. Attach supporting documentation, as appropriate; including letters, e-mails, photographs, and video or audio tapes, etc.

(Attach additional pages, if necessary)

I have read, or had read to me, the above and attached complaint and statement consisting of ____ pages. All of the answers are true and accurate to my knowledge. I understand that making a false statement intended to mislead a law enforcement officer in his official function is a violation of Connecticut General Statute 53a-157b and could result in my arrest and being fined and/or imprisoned.

Complainant's Signature:	Date and time Signed:
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On this the ____ day of _____, _____, before me the undersigned officer, personally appeared the complainant whose name is subscribed above and acknowledged that he/she truthfully executed this instrument for the purposes herein contained.	Notary (For Authority See CGS 1-24, 3-94a et eq.):
	Print Rank/Name/EIN:

Person Receiving the Complaint

Rank/Name/EIN:	Date Received:	Time Received:
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Method of Contact: Telephone In-Person Mail E-Mail Other

Signature of Person Receiving Complaint:

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