

Belgrade Police Department

Complaint and Commendation Form

I WANT TO FILE A: ☐ COMPLAINT ☐ COMMENDATION
☐ SUPERVISOR CONTACT REQUEST

Date: _____

INFORMATION ABOUT YOU:

Name: _____ Date of Birth: _____

Address: _____

Home: () Work: ()

Cell: () E-mail: _____

INFORMATION ABOUT THE INCIDENT:

Date: _____ Time: ☐ AM ☐ PM

Address/Location: _____

INFORMATION ABOUT THE BELGRADE POLICE DEPARTMENT OFFICER(S) OR EMPLOYEE(S) INVOLVED:

Name: _____ Badge Number: _____

Name: _____ Badge Number: _____

INFORMATION ABOUT A WITNESS (continue on reverse side; attach additional pages or documents if needed):

Name: _____ Phone: ()

Address: _____

NATURE OF COMPLAINT OR COMMENDATION OR REASON FOR SUPERVISOR CONTACT (continue on reverse side; attach additional pages or documents if needed):

KNOWINGLY MAKING A FALSE STATEMENT AGAINST AN OFFICER IS ILLEGAL

You have the right to file a complaint; however, it is against the law pursuant to MCA 45-7-205 for an individual to file a report based on false information.

SIGNATURE: _____ DATE: _____

REPORT RECEIVED BY: _____

INVESTIGATIVE COMMENTS: _____

DISPOSITION OF COMMENDATION / COMPLAINT

- | | |
|--|---|
| ☐ Court Issue | ☐ Commendation – place in personnel file |
| ☐ Resolved with citizen/no further action necessary | ☐ Complaint – Forward for Investigation |
| ☐ Referred to _____ | ☐ Unfounded |
| ☐ Other _____ | ☐ Supervisor contact made |

SIGNATURE OF SUPERVISOR: _____ **DATE:** _____

SIGNATURE OF CHIEF OF POLICE/DEPUTY CHIEF OF POLICE/CAPTAIN:

_____ **DATE:** _____