NOTE: The complainant must complete this entire form at the time the initial forgery report is filed or no report will be taken. If the original check/credit card receipt is not available, a legible photocopy must be provided. The complainant agrees to provide the original check/credit card receipt to the investigator when it becomes available.

Business or Individual to Whom the Check/Credit Card is Payable:

- Name: _____
- Address: _____
- Phone: _____
- Manager: _____

Employee Accepting Check/Credit Card

- Name: _____
- Address: _____ Phone: _____
- Is the employee available as witness for trial for next 90 days? **Yes** **No**

Witnesses:

- Name: _____
- Address: _____ Phone: _____
- Is the employee available as witness for trial for next 90 days? **Yes** **No**
- Name: _____
- Address: _____ Phone: _____
- Is the employee available as witness for trial for next 90 days? **Yes** **No**

Identification of Suspect:

1. Did the person accepting check/credit card require and check identification from person attempting to use check/credit card? **Yes** **No**
2. Type of identification: _____
3. Did photo, physical description, & signature match that of person? **Yes** **No**
4. Did the person accepting check/credit card record identification number from identification card onto check or credit card receipt? **Yes** **No**
5. Did the person accepting check/credit card record their initials somewhere on check or credit card receipt? **Yes** **No**
6. Can the person accepting check/credit card identify the user? **Yes** **No**
7. Did person accepting check/credit card watch the user sign the check/credit card receipt? **Yes** **No**

If "no" is the answer to any of the above questions, procedure was not followed and NO REPORT WILL BE TAKEN

Individual Using Check/Credit Card:

- Name: _____
- Address: _____ Phone: _____
- Date of Birth: _____ Driver License/ID Number: _____
- Is a video of the transaction available? **Yes** **No**
- **If "yes," original or copy must be provided to the investigator upon request.**
- Describe nature of business transaction in which check/credit card was accepted (merchandize sold or services rendered):

_____

_____

_____

_____

_____

_____

45-7-205 MCA: False Reports to Law Enforcement Authorities: A person commits an offense under this section if he/she knowingly:
1. Gives false information to any law enforcement officer with the purpose to incriminate another; or
2. Reports to law enforcement authorities an offense or other incident within their concern knowing it did not occur; or
3. Pretends to furnish such authorities with information relating to an offense or incident when he/she knows he/she has no information relating to such offense or incident.

A person convicted under this section shall be fined not to exceed five hundred dollars ($500.00) or be imprisoned in the county jail for a term not to exceed six (6) months, or both.

I certify that the information furnished herein is correct. I request that criminal prosecution be instituted against the individual named above. I understand that the information I have furnished will be used for prosecution. I hereby state that I have read and understand the penalty provided by law for furnishing false information to a law enforcement officer.

Complainant Signature: _____ Date: _____

Officer Signature: _____ Date: _____