

Santa Fe I.S.D. Police Department

Formal Complaint Form (Incident Details)

Date of Report: _____ Time of Report: _____ a.m. p.m.

Date of Incident: _____ Time of Incident: _____ a.m. p.m.

Name of Complainant _____ Age _____ D.O.B. _____ Race _____ Sex _____

Home Address _____ City _____ State _____ Zip Code _____ Phone # _____

Business Address _____ City _____ State _____ Zip Code _____ Phone # _____

Drivers License Number _____ State _____



Were you charged with an offense in this incident? YES or NO

Charges Filed:

If known, please list the name, badge number and / or assignment of the employee(s) involved in this incident:

What type of complaint are you filing?

- Service complaint** – (Dissatisfaction with police service)
- Rudeness**
- Excessive Force**
- Inappropriate Conduct**
- Other**

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Complaint Affidavit

I, _____ have been notified that Texas Government Code section 614.023 provides that a complaint against a Law Enforcement Officer of the State of Texas or against a Fireman, must be placed in writing and signed by the person making the complaint and that a copy is to be furnished to the affected officer within a reasonable amount of time after the complaint is filed and before any disciplinary action maybe taken.

On this _____ day of _____, A.D., 20____ at _____ a.m. /p.m., state that my name is, _____, my date of birth is _____, I live at _____ in the city of _____ and in the State of _____.

I do state that the following facts occurred: _____

The above statement was given of my own free will without any threats or, promises and that its content is true and correct to the best of my knowledge.

(Complainant's Signature)

Subscribed and sworn before me, the undersigned authority, on this the _____ day of _____, 20__.

PLACE
NOTARY STAMP
HERE

Notary Public in and for _____
County, Texas
My Commission Expires: _____



You may contact the Chief of Police during business hours at telephone number (409) 927-3130 Monday through Friday, 7:00 am to 4:00pm to discuss your complaint about any member of the department. For additional assistance please contact dispatch at telephone number (409) 927-3310 to speak to the dispatcher