

How to make a Complaint

1. If you wish to make a complaint about the actions of an employee of the police department or about and aspect of police operations, please:
 - A. Come to the department and tell any employee that you want to make a complaint; or
 - B. Call the department and tell the person answering the phone that you want to make a complaint; or
 - C. Write your complaint and mail it to the Chief of Police.

2. Any member of the department will assist you in filling out a report of complaint against police personnel or the police department will ask you to identify yourself and then to give specific details about your complaint. However, any person who would prefer not to identify themselves may do so, and that fact will not be utilized as a determinant as to the validity of the complaint. Every allegation will be judged solely upon its own merits.

3. Your complaint will then be investigated. You may be contacted and asked additional questions about your complaint.

4. If it is going to take a long time to investigate your complaint, you will be notified telling you approximately when you may expect a reply.

5. When your complaint has been investigated, the Chief of Police will review the investigation and cause you to be informed what has been found out about the matter.

Independence Police Department
Report of Complaint against Police Personnel/Department

Name of Complainant: _____

Address: _____

Phone Number: Residence: _____ Work: _____

Date & Time of Incident: _____

Name of Officer(s) against whom complaint is being filed, or other identifying information

Name: _____ Rank: _____ ID# _____

Vehicle: _____

Name(s)/Address/Phone Number or other identifying information concerning witness(s)

Statement of Allegation:

I understand that this statement of complaint will be submitted to the Independence Police Department and may be the basis for an investigation. Further, I declare that the facts contained herein are accurate and true to the best of my knowledge and belief. Further, I declare that my statement has been made by me voluntarily without persuasion, coercion or promise of any kind.

I understand that the officer against whom this complaint is filed may be entitled to a hearing. By signing and filing this complaint, I hereby agree at such hearing and to testify under oath concerning all matters relevant to this complaint.

False statements made in the foregoing instrument are punishable as a class A Misdemeanor pursuant to Section 210.45 of the Penal Law. Accordingly and with notice of the foregoing, I hereby affirm that the foregoing statements are true under penalty of perjury, this _____ day of _____ 20_____.

Signature of Complainant

(Check if Refuse to Sign)

Signature of Person Receiving Complaint

Date and Time Received