



## CAPITOLA POLICE DEPARTMENT CITIZEN COMPLAINT FORM

You have the right to make a complaint against a Peace Officer for any improper police conduct. California law requires this Agency to have a procedure to investigate citizen's complaints. You have a right to a written description of this procedure. After an investigation, this Agency may find that there is not enough evidence to warrant action on your complaint. Even if that is the case, you have the right to make the complaint and have it investigated if you believe an officer behaved improperly. Citizen complaints and any reports or findings relating to complaints must be retained at least five years.

After your complaint is filed, a Police Department member assigned by the Chief of Police will promptly gather all information pertinent to each allegation of misconduct in the complaint. The Chief of Police will make the final disposition of the case. You will be notified by letter at the conclusion of the investigation. When complaints are found to be sustained, the Chief of Police shall determine and administer appropriate corrective action.

NAME (First, Middle, Last)	Date of Birth	Telephone	
Address (Street, City, Zip)		Business Telephone	
Witness (name)		Date of Birth	
Address		Telephone	
Witness (name)		Date of Birth	
Address		Telephone	
Location of Occurrence		Date	Time
Officer Involved (Name)		Badge#	Car#
DESCRIPTION OF EVENTS (Use Back or Additional Pages, if Needed)			
I certify that the above facts are true and correct. I acknowledge that under California Civil Code 57.5, civil action can be brought against me for knowingly filing a false complaint.			
Signature of complainant		Signature of Parent (if Under 18 years of age)	
Person Receiving Complaint	Date	Time	