

Details of Complaint (continued):

(Use other side if necessary)

Name of Person Assisting

Reason for Assistance

Accepting Officer

Date and Time

I, _____, do hereby affirm that the foregoing information provided by me is true and complete to the best of my knowledge and belief. I understand that any false, misleading or untrue statements, accusations, or allegations herein made by me, either orally or in writing, to any person(s) investigating this complaint, may subject me to civil and/or criminal prosecution. (F.S.S. 837.06 - False Official Statement).

I realize that it may become necessary, during the investigation of this complaint, for me to meet with a member of the Vero Beach Police Department to discuss this complaint, either in the presence or absence of the accused Department member at the discretion of the Department. I hereby accept the premise that if any action is initiated through a court administrative hearing, as a result of my complaint, my testimony before these hearings may be required. I hereby agree to make myself available to the aforementioned court or administrative hearing when requested to do so.

Signature of Complainant

Sworn to and subscribed before me this

_____ date of _____, 20_____

Notary Public

My Commission Expires _____

REQUEST FOR POLICE REPORT

Date: _____

Police Records Supervisor
Vero Beach Police Department
Vero Beach, FL 32960

I request a copy of a police report, Case Number: _____

Name of Requester: _____

Address: _____

Home Phone: _____ Work Phone: _____

Case File under Name of:

Subject: _____

Victim: _____

Witness: _____

Other: _____

Type of Incident: _____

Date of Incident: _____

Location of Incident: _____

Police Officer I.D. (If known): _____

Reason for request: _____

(Signature)

Request Honored by: _____ # pages _____

Request Denied by: _____

Reason: _____

(File with Case)

**CITIZEN COMPLAINT
EMPLOYEE NOTIFICATION FORM**

DATE: _____

TO: _____
Name of Employee

FROM: _____
Investigating Officer

This is to inform you that you are the subject of an Internal Investigation based on a Citizen's Complaint.

The allegation(s) set forth in the Citizen's Complaint report are as follows:

I will be conducting the investigation in accordance with the procedures outlined in Department Operations Manual #97.

Your rights and responsibilities as the accused employee in this investigation are outlined in Department Operations Manual #97, the Police Bill of Rights, F.S.S. 112.532, and the provisions of the current collective bargaining contract.

Signed: _____
Investigating Officer