

**HARTFORD POLICE DEPARTMENT  
CITIZEN COMPLAINT FORM**

*Wis. SS 946.66 entitled "False complaints of police misconduct". Paragraph (2) reads "Whoever knowingly makes a false complaint regarding the conduct of a law enforcement officer is subject to a Class A forfeiture"*

Date: \_\_\_\_\_

1. Complainant's Name: \_\_\_\_\_  
(Last) (First) (Middle)

2. Address: \_\_\_\_\_  
(Street) (City/State) (Zip Code)

3. Phone No.: \_\_\_\_\_ 4. Date of Birth: \_\_\_\_\_

5. Business Phone No.: \_\_\_\_\_ 6. Work Hour's: \_\_\_\_\_

7. Incident Date and Time: \_\_\_\_\_

8. Incident Location: \_\_\_\_\_

9. Name, Badge No. and Rank of Accused Officer(s), if known, or Description: \_\_\_\_\_

10. Witnesses to Incident:

Name \_\_\_\_\_ Age: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number Home ( \_\_\_\_\_ ) \_\_\_\_\_ Business ( \_\_\_\_\_ ) \_\_\_\_\_

Name \_\_\_\_\_ Age: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number Home ( \_\_\_\_\_ ) \_\_\_\_\_ Business ( \_\_\_\_\_ ) \_\_\_\_\_

**DEPARTMENT USE ONLY**

11. Signature of Supervisor Taking Complaint \_\_\_\_\_ Date/Time \_\_\_\_\_

12. Reviewed by Chief of Police: Date/Time \_\_\_\_\_

13. Investigator Assigned to: \_\_\_\_\_ Date/Time \_\_\_\_\_

14. Investigation Complete: Date/Time \_\_\_\_\_

15. Recommended action to be taken: \_\_\_\_\_

16. Chief's Signature \_\_\_\_\_ Date/Time \_\_\_\_\_

17. Complainant Notified: Date/Time \_\_\_\_\_ By: (Mail, Telephone, Person)





**WARNING AND ASSURANCE TO EMPLOYEE  
REQUESTED TO PROVIDE INFORMATION ON A VOLUNTARY BASIS**

You are being contacted to solicit your cooperation in an inquiry regarding information pertaining to, or allegations of, misconduct or improper performance of official duties.

The matter under investigation could also constitute a violation of law which could result in criminal prosecution of responsible individuals.

This inquiry concerns

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(State the general nature of the matter)

You have the right to remain silent if your answers may tend to incriminate you. If you do decide to answer questions or make a statement, you may stop answering at any time. Any statement you furnish may be used as evidence against you in any future criminal proceeding or agency disciplinary proceeding, or both.

Although you would normally be expected to answer questions regarding your official duties, in this instance you are not required to do so. Your refusal to answer on the ground that the answers may tend to incriminate you will not subject you to disciplinary action by the Hartford Police Department. However, if you do decide to answer, you must do so fully and truthfully, and you can expect to be dismissed from the Hartford Police Department if you fail to do so.

This information is being sought for the purposes of a Hartford Police Department disciplinary proceeding and may potentially involve criminal prosecution. The information itself and any information or evidence resulting therefrom may be used in the course of this proceeding, which could result in disciplinary action, including dismissal. Information may be disclosed to other agencies for law enforcement purposes, including prosecution; to department members in the performance of official duties; or to other agencies deemed appropriate by the Chief of Police.

**WAIVER**

I understand the warnings and assurances stated above and I wish to answer questions or make a statement concerning this matter.

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Investigating Official's Signature/Date

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Employee's Signature/Date

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Witness Signature/Date

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Witness Signature/Date