Simsbury Police Department

CIVILIAN COMPLAINT REPORT

Please give this completed document to a Police Supervisor or send it to the Internal Affairs Unit of this agency at the following address or email: Chief Nicholas Boulter, Simsbury Police Department 933 Hopmeadow Street Simsbury, CT 06070. Email: NBoulter@pd.simsbury-ct.gov.

<table>
<thead>
<tr>
<th>Date of Incident</th>
<th>Time of Incident</th>
<th>Date Reported</th>
<th>Time Reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location of Incident</td>
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<table>
<thead>
<tr>
<th>Complainant’s Name</th>
<th>Complainant’s Address (Street, City, State, ZIP)</th>
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</thead>
<tbody>
<tr>
<td>Complainant’s DOB</td>
<td>Complainant’s Home Phone#</td>
</tr>
<tr>
<td>Complainant’s Work Phone#</td>
<td></td>
</tr>
<tr>
<td>Complainant’s Cell Phone#</td>
<td>Complainant’s E-mail</td>
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</tbody>
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<thead>
<tr>
<th>Employer</th>
<th>Occupation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer’s Address</td>
<td>Employer’s Telephone</td>
</tr>
</tbody>
</table>

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<tr>
<th>Name of Person Assisting Complainant</th>
<th>Address</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Complained about (if known): (Name or physical description, Badge #, Car #, etc.)</td>
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<tr>
<th>Witness Information (Name, D.O.B., Address, Telephone #, etc.)</th>
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Please provide answers to the following questions:

1. To your knowledge, was all or any part of the incident complained of video or audio taped by anyone?  
   YES [ ]  NO [ ]  UNSURE [ ]

2. Are you afraid for your safety, or that of any other person, for any reason as a result of making this complaint?  
   YES [ ]  NO [ ]  UNSURE [ ]

3. Has anyone threatened you or otherwise tried to intimidate you in an effort to prevent you from making this complaint?  
   YES [ ]  NO [ ]  UNSURE [ ]

4. Are you able to read, write and speak the English Language?  
   YES [ ]  NO [ ]  UNSURE [ ]

5. If your answer to Question #4 is “No” or “Unsure”, have you been provided with adequate language assistance to help you understand and fill out this form?  
   YES [ ]  NO [ ]  UNSURE [ ]

Revised 07/27/2018
I have read, or had read to me, the above and attached complaint and statement consisting of ____ pages. All of the answers are true and accurate to my knowledge. I understand that making a false statement intended to mislead a law enforcement officer in his official function is a violation of Connecticut General Statute 53a-157b and could result in my arrest and being fined and/or imprisoned.

Complainant’s Signature

Date and Time Signed

On this the ____ day of ____________, ______, before me the undersigned officer, personally appeared the complainant whose name is subscribed above and acknowledged that he/she truthfully executed this instrument for the purposes herein contained.

Notary (For Authority See C.G.S. §§1-24, 3-94a et seq.)

Print Rank/Name/ID Number:

Person Receiving the Complaint

<table>
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<tr>
<th>Rank/Name/ID Number</th>
<th>Date Received</th>
<th>Time Received</th>
</tr>
</thead>
</table>

Method of Contact (Check):  ☐ Telephone  ☐ In-Person  ☐ Mail  ☐ E-Mail  ☐ Other

Signature of person receiving complaint

Complaint Control Number

(Attach additional pages, if necessary)

Details of the Incident: Please provide a full description of the circumstances that prompted your complaint. Attach supporting documentation, as appropriate; including letters, e-mails, photographs, video or audio tapes, etc.

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