



UNIVERSITY OF VIRGINIA POLICE DEPARTMENT

Citizen Complaint Form

ADM-002
07/2010

Complainant information

Name _____ Home phone _____
 Address _____ Work phone _____
 City _____ State _____ Zip Code _____ Race: _____ Sex: _____

University affiliation
 Student Faculty Staff Visitor N/A Date of birth _____

Complaint type

Check appropriate boxes

- | | | | |
|--|--|---------------------------------------|---|
| <input type="checkbox"/> Improper action | <input type="checkbox"/> Arrest or Stop | <input type="checkbox"/> Use of force | <input type="checkbox"/> Damage or loss of property |
| <input type="checkbox"/> No action/ lack of action | <input type="checkbox"/> Rudeness | <input type="checkbox"/> Harrassment | <input type="checkbox"/> Criminal act |
| <input type="checkbox"/> Unprofessional action | <input type="checkbox"/> Poor communications | <input type="checkbox"/> Driving | <input type="checkbox"/> Bias / prejudice |
| <input type="checkbox"/> Other (specify) _____ | | | |

Incident information

Date _____ Time _____ Location _____

Involved employees

Employee Name: _____ Other Identifying Information (sex, height, weight, general description, veh #, badge #)	Employee Name: _____ Other Identifying Information (sex, height, weight, general description, veh #, badge #)
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Incident summary

Summarize the incident below. Include any witnesses and/ or evidence. If you are not filing electronically and additional space is needed, continue on back.

Complainant signature _____ Date _____ Time _____ Received by: _____

It is the policy of the U. Va. Police Department to receive and investigate every complaint filed against the Department or any employee. It is important to maintain citizens' confidence in the Department and to ensure the integrity of the organization. Your complaint will be thoroughly investigated and handled as promptly as possible. A member of the department assigned to investigate this matter will contact you soon. You will be kept informed of the status of the investigation and will receive formal notification once the investigation is completed.