



**WESTERN SPRINGS POLICE DEPARTMENT
CITIZEN COMPLAINT/ INFORMAL INQUIRY FORM**



Date Reported: _____ Time Reported: _____

Manner Reported () In Person () Telephone () Mail () Email () Other () Anonymous

Date Incident Occurred: _____ Time: _____

Location Occurred: _____

Police Employee(s) Involved: 1. _____
2. _____

Allegations: _____

(Use reverse side if necessary)

Name of Complainant: _____

Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Work Phone: _____

E-mail: _____

Name of Witness: _____

Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Work Phone: _____

Name of Witness: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Work Phone: _____

Are you willing to take a Polygraph Examination to confirm the allegations you have made? () yes () no

Were you issued a traffic citation or arrested during or prior to the allegations you have made? () yes () no

Notice to Complainant

The Western Springs Police Department will accept and investigate all inquiries against departmental employees and /or policies, procedures or operations. While the Department cannot dismiss anonymous inquiries, inquiries that are made in such a manner must be judged on its own merits to determine the depth of investigation required. Your signature on this form verifies that the Department has received your complaint.

The Department anticipates completing this investigation within 30 days of receipt of this complaint. In the event that the investigation is not completed within this estimated time frame, you will be notified. You will also be notified when the investigation is completed.

Pursuant to 50 ILCS 725/3.8 (b), it shall not be a requirement for a person filing a complaint against a sworn peace officer to have the complaint supported by a sworn affidavit or any other legal documentation. However, a complainant may attest to the accuracy of the complaint by voluntarily signing a sworn affidavit.

False allegations which are determined to be slanderous in nature and/or are made without merit or foundation against a member of the Western Springs Police Department may result in a charge of Disorderly Conduct for filing a false police report which is punishable under 720 ILCS 5/26 - 1 (a) 4 - Filing A False Police Report

The results of this investigation will have no bearing on any criminal/traffic offense lodged against you.

Complainant's Signature: _____ Date: _____

Complainant's Name Printed: _____

Received by: _____ Date Received: _____

Notary Seal

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Complaint/ Inquiry Disposition

() Unfounded () Exonerated () Not Sustained () Sustained

Chief: _____ Date: _____

Deputy Chief: _____ Date: _____