



Groton Police Department

Chief Michael F. Luth
99 Pleasant Street
Groton, MA 01450

Today's Date & Time: _____

Citizen's Complaint Form

Instructions:

It is the policy of the Groton Police Department to investigate all complaints against the department and/or a member(s) of the department, regardless of the source of such complaints, through a regulated, fair and impartial Internal Affairs (IA) Program.

If a person has such a complaint, it may be filed with the on-duty supervisor, Deputy Chief, or the Chief of Police. A report on your complaint will be taken and investigated by an appropriate member of the department.

You may file your complaint verbally or in writing, however writing is preferred so there are no misunderstandings or inaccuracies. Please fill out the complaint form below with as much detail as possible.

*** TO BE COMPLETED BY THE COMPLAINANT***

<u>Date of Incident</u>	<u>Time of Incident</u>	<u>Date Reported</u>	<u>Time Reported</u>	<u>Complaint made against</u> (name or description)
<u>Location of Incident</u>				
<u>Complainant's Name</u>		<u>Phone #</u>	<u>Email Address</u>	
<u>Name of Person Assisting Complainant</u>		<u>Phone #</u>	<u>Email Address</u>	
<u>Witness Information (Name, Phone #, Email Address etc.)</u>				

Details of the Incident: Please provide a full description of the circumstances that prompted your complaint. Attach supporting documentation, as appropriate; including letters, emails, photos, videos or audio tapes, etc.
