



MONTGOMERY TOWNSHIP POLICE DEPARTMENT

1001 Stump Road
Montgomeryville, PA 18936
Non-Emergency: (215) 362-2301

CITIZEN COMMENDATION AND COMPLAINT FORM

Introduction:

Thank you for taking time to let us know your thoughts about the Montgomery Township Police Department and the service we provide to our community. Community policing depends on a working partnership between the police and the citizens we serve.

A citizen commendation or complaint causes the Department to examine the services that we provide to our community and to make improvements, if necessary, in the way we provide those services. We are committed to improving our service to the community and appreciate any input from its citizens.

J. Scott Bendig
Chief of Police

Instructions for this form:

1. Complete each section of this form as accurately and detailed as you can (print or type legibly).
2. Submit this form in person to the address below or mail this form using the prepaid attached envelope to:

**Montgomery Township
Police Department
Attn: Chief of Police
1001 Stump Road
Montgomeryville, PA 18936**

Commendations:

Once a commendation is received it will be forwarded to the Chief of Police, the commended officer's supervisor, and the individual officer. The commendation will also be entered into the officer's personnel file. The officer will be notified that your commendation was received.

Complaints:

The Montgomery Township Police Department will investigate all complaints made against Department personnel. To ensure public trust and to maintain the Montgomery Township Police Department's integrity, an immediate, thorough, objective, and unbiased investigation of official misconduct will be investigated. The investigation will be conducted by the supervisor of the officer or employee who is the subject of the complaint.

You will be contacted by the investigator to review your complaint. As part of the investigation, the investigator will also speak with witnesses and members of the Montgomery Township Police Department who may have observed what occurred. After the investigation is complete you will be notified of the outcome, though you will not be informed of specific disciplinary actions taken.

Please note that this complaint will not affect any charges placed against you by an officer. Criminal and traffic charges must be resolved by the courts.

CITIZEN COMMENDATION AND COMPLAINT FORM

Citizen Information

Name:

Address:

Home #:

Cell #:

E-mail:

Incident Information

Commendation:

Complaint:

Location of Incident:

Date of Incident:

Type of Incident:

Time of Incident:

Name(s) of personnel who is/are the subject of this matter.

If the name(s) is/are not known, please describe them with as much detail as possible.

Witness Information (if applicable)

Name:

Address:

Home #:

Cell #:

E-mail:

Name:

Address:

Home #:

Cell #:

E-mail:

Narrative

*If more space is needed to complete this form please attach information on separate piece of paper.