



SAUSALITO POLICE DEPARTMENT CITIZEN COMPLAINT PROCEDURE

If you would like to make a complaint about the actions of a Sausalito Police Department employee, please read the following advisement.

YOU HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A POLICE OFFICER FOR ANY IMPROPER POLICE CONDUCT. CALIFORNIA LAW REQUIRES THIS AGENCY TO HAVE A PROCEDURE TO INVESTIGATE CITIZEN'S COMPLAINTS. YOU HAVE THE RIGHT TO A WRITTEN DESCRIPTION OF THIS PROCEDURE. THIS AGENCY MAY FIND, AFTER INVESTIGATION, THAT THERE IS NOT ENOUGH EVIDENCE TO WARRANT ACTION ON YOUR COMPLAINT. EVEN IF THAT IS THE CASE, YOU HAVE THE RIGHT TO MAKE A COMPLAINT AND HAVE IT INVESTIGATED, IF YOU BELIEVE AN OFFICER BEHAVED IMPROPERLY. CITIZEN'S COMPLAINTS AND ANY REPORTS OR FINDINGS RELATING TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE (5) YEARS.

IT IS AGAINST THE LAW TO MAKE A COMPLAINT THAT YOU KNOW TO BE FALSE. IF YOU MAKE A COMPLAINT AGAINST AN OFFICER, KNOWING THAT IT IS FALSE, YOU CAN BE PROSECUTED ON MISDEMEANOR CHARGE.

To continue, please complete a Sausalito Police Department Citizen's Complaint Form then contact an Administrator at sgregory@ci.sausalito.ca.us. The Administrator will contact you as soon as possible.



SAUSALITO POLICE DEPARTMENT

John Rohrbacher
Chief of Police

CITIZEN'S COMPLAINT

NAME _____ AGE _____

Street & Number _____ City _____

Resident Phone _____ Business Phone _____

Best Time to Contact _____

Nature of Complaint _____

Date of Occurrence _____ Day of Week _____ Time _____

Location of Incident(s) _____

Police Employee(s) Subject to Complaint _____

(con't on back)

I affirm that the statements contained herein are, to the best of my knowledge, factual and accurate. I affirm that I have read the following statement:

You have the right to make a complaint against a police officer for any improper police misconduct. California law requires this agency to have a procedure to investigate citizen's complaints. You have a right to a written description of this procedure. This agency may find that after investigation, there is not enough evidence to warrant action on your complaint. Even if that is the case, you have the right to make a complaint and have it investigated if you believe an officer behaved improperly. Citizen's complaints and any reports or findings relating to complaints must be retained by this agency for at least five years. It is against the law to make a complaint that you know to be false.

Signature of Complainant _____ Date _____
Signature of Parent/Guardian (if you are under 18 years of age)

Person Receiving Complaint _____ Date _____

Review by Chief of Police _____ Date _____

Assigned to: _____ Complaint No _____ Date _____