



**LAKE SHASTINA POLICE DEPARTMENT**

Chief of Police  
William N. Bullington  
16309 Everhart Drive  
Weed, California 96094  
Office: 530-938-2226  
Fax: 530-938-1248

**SUMMARY OF COMPLAINT PROCESS**

The Lake Shastina Police Department is here to serve you as a citizen of Lake Shastina. Every complaint will be reviewed and investigated. It is desirable for you to come into the Police Department where your complaint or commendation can be received. Complaints may also be made by mail. A parent or guardian signature is required when filed by a person under 18 years.

You will be asked to provide the following information.

- 1- Your Name, Address, Telephone or cell number and email address.
- 2- Names and addresses of any witnesses
- 3- A written description of events giving rise to your complaint or commendation.
- 4- Please sign, date and return form.

The Chief of Police, or a delegated officer, will investigate citizen complaints. The Peace Officer’s Bill of Rights requires the officer(s) named in the complaint be given a copy of the complaint and they have the right to cross-examine witnesses. The officer is entitled to know of all complaints or commendations whether meaningful or meaningless.

California Penal Code Section 148.6 (a) reads: Every person who files any allegation of misconduct against any Peace Officer ... Knowing the report to be false is guilty of a misdemeanor. (b) Any Law Enforcement agency-accepting allegation of misconduct against a peace officer shall require the complainant to read and sign the following information advisory, all in boldface type:

**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 CITIZENS COMPLAINTS; YOU HAVE A 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 THE COMPLAINT AND HAVE IT INVESTIGATED IF YOU BELIEVE AN OFFICER BEHAVED IMPROPERLY. CITIZEN COMPLAINTS AND ANY REPORTS OR FINDINGS RELATING TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE YEARS FROM DATE OF COMPLAINT.**

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

I have read and understand the above statement.

Signed: \_\_\_\_\_ Complainant

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Reference: California Penal Code 148.6, 832.5, PR 268, California Government Code Section 3303 and California Civil Code Section 47.5

**CITIZEN REPORT**



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Date: \_\_\_\_\_

Time: \_\_\_\_\_

Please check box:  A COMPLAINT     A COMMENDATION

**Please enter your:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Witnesses: \_\_\_\_\_

\_\_\_\_\_

DESCRIPTION OF EVENTS GIVING RISE TO COMPLAINT OR COMMENDATION

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Use next page for further information if needed

Signature of person making report: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Signature of person receiving report: \_\_\_\_\_

OR

Return to Lake Shastina Police Department  
Attention: Chief of Police  
16309 Everhart Drive  
Weed, California 96094

