

## **Rangely Police Department**

Chief of Police, TiRynn Hamblin Thamblin@rangelyco.gov

## **Complaint/Concern against Department Personnel**

Dear Citizen or Guest,

If you wish to make a complaint about the actions of Rangely Police Department personnel or police operations, please:

- 1. Come to the Rangely Police Department and explain that you want to make a complaint/ concern;
- 2. Call the Rangely Police Department and tell the person answering the phone that you want to make a complaint.
- 3. Write your complaint and mail it to the Chief of Police.
- 4. If your complaint involves the Chief of Police, you may contact the Town Manager.

If you wish an officer will assist you in filling out a report of a complaint/concern. This form asks you to identify yourself and then give specific details about your complaint/ concern.

Your complaint will then be investigated. You may be contacted and asked additional questions about your complaint/concern. The Chief of Police or his designee will contact you, when the investigation has been completed.

We are encouraging citizens or guests to come forward with information. The Rangely Police Department expects its officers' to act in a professional and courteous manner. Although if a complaint is taken and it is found to be grossly false or deliberately misleading about an officer or incident. Criminal charges pursuant to 18-8-111 (b)(c), False Reporting to Authorities will be files. This in no means meant to discourage a citizen or guest from making a complaint. It is meant to fore warn those that would deliberately attempt to make a false report against an employee of the Rangely Police Department, Town of Rangely.

> 209 E. Main St., Rangely, CO 81648 Phone (970) 675-8466 Fax (970) 675-2609 Website <u>www.rangely.com</u>

Name of Complainant:\_\_\_\_\_ Address: \_\_\_\_\_ Phone#: \_\_\_\_\_ Date and Time of Complaint/Concern: \_\_\_\_\_ Location of Complaint/Concern: \_\_\_\_\_ Name(s) of Rangely Police Department personnel:

If names are unknown identifying marks, cars, badge number, etc.:\_\_\_\_\_

Name(s) /address/ phone number of others who may have witnessed complaint/concern:

Statement of complaint/concern: \_\_\_\_\_

(If further space is needed use reverse side or additional sheets)

I understand that this statement of complaint will be submitted to the Rangely Police Department and may be the basis for an investigation. Further, I sincerely and truly declare and affirm that the facts contained herein are complete, accurate, and true to the best of my knowledge and belief. Further, I declare and affirm that my statement has been made by me voluntarily without persuasion, coercion, or promise of any kind.

I understand that, under the general order of the Rangely Police Department, the officer against whom this complaint is filed may be entitled to request a hearing before the appointing authority. By signing and filing this complaint, I hereby agree to appear before the appointing authority, if one is requested by an officer, and to testify under oath concerning all matters relevant to this complaint/ concern.

Signature of Complainant \_\_\_\_\_\_Date \_\_\_\_\_

Signature of Person Receiving ComplaintDate and Time

\_\_\_\_\_ Check if complainant refused to sign.

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