RICHARDSON COUNTY SHERIFF'S OFFICE

CIVILIAN'S COMPLAINT AGAINST OFFICER/EMPLOYEE

1. Contact the Richardson County Sheriff's Office at 402-245-2470 Ext 405 to give notification that you are ready to formalize your complaint. Voice mail is available 24/7. Your call will be returned the next business day. If you choose to contact the Sheriff's Office via email, please visit the Richardson County Sheriff's Office website at https://richardsoncountysheriffsoffices.com. Select the heading "Contact Us." Type your message and select "Send."

2. After notification of your formal complaint, an assigned investigator will contact you to schedule an interview appointment. Bring your completed complaint form to this interview to be signed in the presence of the investigator. A copy of the signed form will be provided to you for your records.

   NOTE: If desired, you may bring a personal representative or associate with you to the interview.

3. Please note, the investigative process takes time. The assigned investigator will contact you periodically to update you on the investigation. You will also be provided contact information for the assigned investigator should you have questions or concerns to discuss. At the conclusion of the investigative process, you will receive a letter from the Sheriff explaining the investigation results.

***This section is for official use only**

Investigator: _____

Investigator Telephone Number: _____

Badge # _____

CONTACT INFORMATION: (Please print)

Name: _____
Last First MI

Address: _____ City: _____ State: _____

Zip Code: _____ Email Address: _____

INCIDENT INFORMATION:

Day: _____ Date: _____ Time: _____

Incident Location: _____

WITNESS INFORMATION:

Name: _____ Phone: _____

Address: _____

SHERIFF'S DEPUTY(S)/EMPLOYEE(S) INVOLVED:

Name: _____ Badge #: _____

Name: _____ Badge #: _____

Note: Guilt or innocence of any criminal charge you may be facing will not be determined by this investigation. You are still required to attend any scheduled court appearance related to any and all criminal charges.

SUMMARY OF INCIDENT:

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SIGNATURE: _____ DATE: _____

It is very important that truthful accounts are provided by all concerned. Your signature certifies the truthfulness of your statements. <u>Please sign this form at the time of your interview as acknowledgement of your understanding.</u>