



**City of Havre de Grace POLICE DEPARTMENT  
Personnel Compliment/Complaint**

Citizen Compliment/Complaint     
  Internal Compliment/Complaint     
  Written on Behalf of Minor

TODAY'S DATE:		TIME:	IA #:
NAME:			
ADDRESS:			
HOME PHONE:	WORK PHONE:	OTHER:	
		<input type="checkbox"/> Cell	<input type="checkbox"/> Email
HdGPD PERSONNEL INVOLVED: (If names are not known, provide a detailed description)			
DATE OF INCIDENT:		TIME OF INCIDENT:	
LOCATION OF INCIDENT:			
HdGPD REPORT #:		CRIMINAL/CIVIL#:	
NATURE OF INCIDENT:			
SUMMARY OF INCIDENT: (Provide details)			
WITNESS INFORMATION:			
SIGNATURE:			FORWARDED TO: (Internal Use Only)
DATE:			

**INSTRUCTIONS**

1. Complete each section with as much detail as possible.
2. Additional paper may be used for Summary of Incident if needed.
3. Sign form.
4. Bring to or mail to the City of Havre de Grace Police Department 715 Pennington Ave. Havre de Grace, MD 21078.
5. Electronic submission can be made to: [command@havredegracemd.com](mailto:command@havredegracemd.com)
6. In lieu of a written compliment/ complaint, citizens may also call the police station and request to speak to a supervisor:  
410-939-2121.

*Additional instructions on back of form.*

