

# Johnson County Sheriff's Office Professional Standards Unit

## Commendation and Complaint Form

Please complete all information as thoroughly and accurately as possible, providing as much detail as you can remember.

**Type of report**     Commendation or Compliment     Complaint     Suggestion or Inquiry

---

### **Information about you**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Date of birth \_\_\_\_\_

Address (street, city, state) \_\_\_\_\_

Day phone \_\_\_\_\_ Evening phone \_\_\_\_\_ E-mail address \_\_\_\_\_

---

### **Information about the incident**

Date of Incident \_\_\_\_\_ Time \_\_\_\_\_ a.m. p.m. Day of week \_\_\_\_\_ Case Number \_\_\_\_\_

Location \_\_\_\_\_

Witness Name \_\_\_\_\_ Witness Phone \_\_\_\_\_

Witness Name \_\_\_\_\_ Witness Phone \_\_\_\_\_

---

### **Information about JCSO employee(s) involved**

Name \_\_\_\_\_ Or description \_\_\_\_\_

Name \_\_\_\_\_ Or description \_\_\_\_\_

---

### **Briefly describe what happened**

While we encourage the reporting of legitimate complaints, if you knowingly make a false report to law enforcement authorities of a crime or other incident, you can be charged with a class three misdemeanor. Filing a complaint against a police employee will not lessen or otherwise affect the outcome of any criminal case in which you may be involved.

I affirm that the information provided in this statement is true and factual to the best of my knowledge. I understand that it may be necessary for me to be interviewed or to provide other assistance during the investigation of a complaint.

I understand and agree

Name, or signature  
if printed \_\_\_\_\_

Date \_\_\_\_\_

[Print Form](#)

The Johnson County Sheriff's Office carefully investigates all complaints relating to police service and police misconduct. We value your opinion and thank you for bringing the matter to our attention.

**This form can be printed and mailed to:**

**Or faxed to:**

Johnson County Sheriff's Office  
Professional Standards Unit  
27747 W. 159<sup>th</sup> St.  
New Century, KS 66031

(913) 715-5853  
Attention: Professional Standards

***For internal use only***

PSU # : \_\_\_\_\_

Date report received: \_\_\_\_\_