HOW TO MAKE A COMPLAINT CONCERNING A LEWISVILLE POLICE DEPARTMENT EMPLOYEE

- I. If your complaint concerns behavior believed to be civil rights violations, excessive use of force, criminal activity, or similar problems, contact the Internal Affairs investigator at 972-219-3626.
- II. If your complaint concerns behavior such as discourtesy, improper procedures, or poor job performance, ask to speak with the watch commander on duty or call him at 972-219-3600. A watch commander is on duty 24 hours a day, but he may have to return your call because he is not always in the station.
- III. Complete the attached form in order to make a formal Internal Affair complaint and mail it to: Lewisville Police Department, Internal Affairs, P. O. Box 299002, Lewisville, Texas 75029-9002. You may also drop off the form at the Lewisville Police Department Administration Office located at 1197 W. Main Street on the second floor.
- **IV.** The Lewisville Police Department strives to deliver quality service and is extremely interested in resolving your complaint. You should be aware, however, that the intentional making of a false report could be a criminal offense which includes penalties of a fine up to \$4,000, confinement in jail up to one year, or both fine and imprisonment.

See section 614.022 of the Texas Government Code for further details regarding complaints against police officers and firefighters. Texas Government Code

INTERNAL AFFAIRS COMPLAINT

Name of Complainant:	DOB:
Address:	
Home Phone #:	Work Phone #:
Work Address:	
Date Reported: Date	te Occurred:
Accused Employee:	
Location:	
Witnesses (Include names and contact	
information):	
STATE	MENT

Internal Affairs Complaint - Page _____

Internal Affairs Complaint – Page		
Internal Affairs Complaint - Page		
Internal Affairs Complaint - Page		
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Signature	W	itness	
STATE OF TEXAS			
COUNTY OF DENTON			
Sworn to and subscribed before me, this _	day of		, 20
	_ My Commission	Expires	
Notary Public		· —	