

KENSINGTON POLICE DEPARTMENT
217 Arlington Ave
Kensington, CA 94707-1401
(510) 526-4141



Walt Schuld
Interim Chief of Police

We encourage you to first speak to a police supervisor about your complaint. The supervisor may be able to resolve the matter, or if necessary, help you begin the formal complaint process. You do not have to complete this form to make your complaint, but it is very helpful. You may request to speak with a supervisor by calling the Police Department's non-emergency line at (510) 526-4141 during business hours or (510) 525-7573 after hours.

You have a right to make a complaint against a peace officer for any improper law enforcement conduct. California law requires this agency to have a procedure to investigate citizen's complaints. You have a right to a written description of the procedure. This agency may find after investigation that there is not enough evidence to warrant action on your complaint. Even if that is the case, you have the right to make the complaint and have it investigated if you believe an officer behaved improperly. Citizen complaints and any reports or findings relating to complaints must be retained by this agency for at least five years.

It is the intent of the Kensington Police Department to fully investigate allegations of misconduct by its members. Although complaints cannot always be resolved to a citizen's satisfaction, all investigations are conducted objectively, with a goal of maintaining public confidence and departmental integrity. The complaint process is designed to investigate the allegations and make a determination of fact as to any wrongdoing. After completion of the investigation, complaints are reviewed by the chain of command. After final approval, you will be provided with a closing written response. Thank you for taking the time to express your concerns.

I have read and understood the above statement.

Complainant _____

Date _____

PRINT YOUR FIRST AND LAST NAME	PHONE NUMBER	
PRINT YOUR ADDRESS		
PRINT THE DATE THIS FORM IS FILLED IN	PRINT THE DAY AND DATE OF INCIDENT OR ACTION	TIME OF INCIDENT
WHERE DID INCIDENT OR ACTION TAKE PLACE?		
PRINT THE NAMES OF ANY WITNESSES, THEIR ADDRESSES AND TELEPHONE NUMBERS		
IF PERSON WAS ARRESTED, PRINT THE NAME, ADDRESS AND PHONE NUMBER IF KNOWN		
IF A POLICE OFFICER WAS INVOLVED, PRINT THE NAME AND VEHICLE NUMBER IF KNOWN		
PRINT THE NATURE OF OPINION, COMPLAINT, SUGGESTION OR COMMENDATION & PROVIDE AS MUCH DETAIL AS POSSIBLE		
SIGNATURE		

Attach separate sheet if more room is needed