



Hays County Precinct 5 Constable's Office

Citizen Complaint Form



All complaints or compliments concerning any member of this office are taken seriously and will be thoroughly investigated impartially. Anyone wishing to make a formal complaint against an employee must complete this form.

Once the form is completed, please return it to the constable's office notarized or email it to John.Ellen@hayscountytexas.gov. Upon receipt of a completed and notarized complaint, it will be reviewed for completeness, and you will receive a notice of receipt in writing.

The filing of a complaint does not substantiate the allegations; however, if an investigation determines the employee acted improperly, disciplinary action may be taken, and you will be notified of the results once the investigation is complete.

PLEASE READ THE FOLLOWING CAREFULLY:

Texas Government Code Section §614.022. COMPLAINT TO BE IN WRITING AND SIGNED BY COMPLAINANT.

To be considered by the head of a state agency or by the head of a fire department or local law enforcement agency, the complaint must be:

- (1) in writing; and
- (2) signed by the person making the complaint.

Texas Government Code Section §614.023. COPY OF COMPLAINT TO BE GIVEN TO OFFICER OR EMPLOYEE.

(a) A copy of a signed complaint against a law enforcement officer of this state or a fire fighter, detention officer, county jailer, or peace officer appointed or employed by a political subdivision of this state shall be given to the officer or employee within a reasonable time after the complaint is filed.

(b) Disciplinary action may not be taken against the officer or employee unless a copy of the signed complaint is given to the officer or employee.

(c) In addition to the requirement of Subsection (b), the officer or employee may not be indefinitely suspended or terminated from employment based on the subject matter of the complaint unless:

- (1) the complaint is investigated; and
- (2) there is evidence to prove the allegation of misconduct.

Texas Penal Code Section §37.08. FALSE REPORT TO PEACE OFFICER, FEDERAL SPECIAL INVESTIGATOR, LAW ENFORCEMENT EMPLOYEE, CORRECTIONS OFFICER, OR JAILER.

(a) A person commits an offense if, with intent to deceive, he knowingly makes a false statement that is material to a criminal investigation and makes the statement to:

- (1) a peace officer or federal special investigator conducting the investigation;
- (2) any employee of a law enforcement agency that is authorized by the agency to conduct the investigation and that the actor knows is conducting the investigation; or
- (3) a corrections officer or jailer.

(b) In this section, "law enforcement agency" has meaning assigned by Article 59.01, Code of Criminal Procedure.

(c) An offense under this section is a Class B Misdemeanor.

Printed Name of Complainant

Signature

Date and Time

Citizen Complaint Form

AFFIDAVIT AND STATEMENT

Your Name: _____		Today's Date: _____	
Date of Birth: _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
Your Address: _____			
City: _____	State: _____	Zip Code: _____	
Home / Cell Phone: _____		Work Phone: _____	
Please provide as much information as you can about the incident:			
Date of Incident: _____		Time: _____	AM PM
Location: _____			
If you do not know the deputy's name, please give a physical description in the space below, including race and sex.			
Deputy Involved: _____			
Deputy Involved: _____			
Deputy Involved: _____			
Deputy Involved: _____			
Deputy Involved: _____			
If another witness was present, please list them here.			
Witness Name: _____			
Address: _____			
Phone Number(s): _____			
Witness Name: _____			
Address: _____			
Phone Number(s): _____			
Witness Name: _____			
Address: _____			
Phone Number(s): _____			
Do you have criminal and/or traffic offenses pending from this incident?			
If yes, please list: _____			
Do you have any evidence which you wish to present with this complaint?			
If yes, please list: _____			
What type of complaint are you filing?			
<input type="checkbox"/> Service Complaint (Dissatisfaction with police service)		<input type="checkbox"/> Inappropriate Conduct	
<input type="checkbox"/> Excessive Force		<input type="checkbox"/> Rudeness	
<input type="checkbox"/> Alleged Criminal Conduct		<input type="checkbox"/> Other: _____	

Your Name: _____ Date: _____

CITIZEN COMPLAINT FORM

AFFIDAVIT AND STATEMENT

Your Name: _____ Date: _____

Description of Incident:

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Signature of Complainant: _____

Date: _____ Time: _____

Date sworn to and subscribed before me, this _____ day of _____, _____.

Notary Public, State of Texas

CITIZEN COMPLAINT FORM

AFFIDAVIT AND STATEMENT

Your Name: _____ Date: _____

Description of Incident (continued):

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Signature of Complainant: _____

Date: _____ Time: _____

Date sworn to and subscribed before me, this _____ day of _____, _____.

Notary Public, State of Texas