

CITIZEN'S COMPLAINT REPORT

City of Elyria Prosecutor's Office

NO. _____
Office Use Only

TODAY'S DATE: _____

Your Name _____ Date of Birth _____ Social Security No. _____

Your Address _____ City _____ State _____ Zip Code _____ Home Phone No. _____

Your Employer _____ Work Phone No. _____

COMPLAINT AGAINST

Name _____ D.O.B _____ S.S.N. _____ Race _____ Sex _____

Address _____ City _____ State _____ Zip Code _____ Home Phone No. _____

Height _____ Weight _____ Eyes _____ Hair _____ Marks/Tatoos _____

Employer _____ Work Phone No. _____

When did this incident occur _____

Date _____ Time _____

Location of Incident _____

Address _____ County _____ City _____

Do you know the other party? Yes No Explain _____

Have you filed a Complaint in this office before? Yes No When _____

Do you know of any pending case(s) involving you or the other party? Yes No Describe _____

Did you call the police? Yes No Which police department responded? _____

Did you sign a police report? Yes No Do you know why this incident occurred? Yes No

Describe _____

Any Witnesses? Yes No Please List:
Name _____ Address _____ Phone No. _____
Name _____ Address _____ Phone No. _____

Statement of Facts

Please write a brief description of what happened at the time of this incident: _____

I hereby declare that the above report is being made to the Elyria Prosecutor's Office with a request for a criminal investigation and assistance. I acknowledge that I have made the above report truthfully, in good faith, and declare the truth of the above statements, knowing that a false report made by me is subject to criminal prosecution. If an affidavit is subsequently signed, I realize that I have no right or power to dismiss the charge; all control of the case is vested to the Court. I also understand, if I am subpoenaed to testify as a result of the affidavit I signed, I have an obligation to testify, and if I fail to appear, I may be held in Contempt of Court.

Signature

Office Use Only

NOTES FOR INTAKE/PROSECUTOR: _____

CHARGES: YES NO LETTER SENT: YES NO
CHARGE: _____ ORD OR ORC NO.: _____
WARRANT or SUMMONS PROSECUTOR'S AUTHORIZATION: _____