



**OFFICE OF THE SHERIFF**

**Adam D. Shanks**

225 W. Olive Street  
Newport, Oregon 97365  
General (541) 265-4277  
Fax (541) 265-4917

**CITIZEN COMMUNICATION FORM**

Your Sheriff's Office welcomes constructive communications, and this form will be used to convey your concerns to the responsible party.

TYPE OF COMMUNICATION:

COMMENDATION

ALLEGATION OF MISCONDUCT

INQUIRY/ INFORMATION

Citizen's Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Date Occurred: \_\_\_\_\_ Time Occurred: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Employee: \_\_\_\_\_

Witnesses: \_\_\_\_\_

Details: (Attach additional page if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of citizen: \_\_\_\_\_ Date: \_\_\_\_\_

Received by: \_\_\_\_\_ Citizen notified by: \_\_\_\_\_

Assigned to: \_\_\_\_\_ Completion date: \_\_\_\_\_

Disposition: \_\_\_\_\_