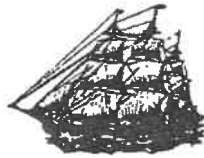


Craig A. Sanford  
Chief of Police

## KENNEBUNKPORT POLICE DEPARTMENT

Kurt H. Moses  
Deputy Chief



*"Semper Vigilans"*

### **Complaints against employees of the Kennebunkport Police Department**

The members of Kennebunkport Police Department are dedicated to the community we serve. As the Chief of Police, I expect the hard working men and women of this agency to be fair and ethical in the performance of their duties. A very important function of any law enforcement agency is the investigation of alleged police misconduct. The Kennebunkport Police Department will take all complaints dealing with acts of misconduct by our employees no matter where or when the misconduct may have happened.

Complaint forms will be available at the Kennebunkport Police Department and at the Kennebunkport Town Offices. I would ask that Complaint Forms be filled out with as much detail as possible. Omitting information can affect how the complaint is investigated. Anyone needing assistance in completing the Complaint Forms shall be helped by any police department employee.

The investigation of alleged police misconduct will require full cooperation with investigators. Investigators will be professional in their dealings with complainants and will only gather facts important to the inquiry. We will need persons with information to be available to ensure a thorough investigation.

Once the investigation is completed, I will review all the information. I will make sure you are notified by mail of the findings. Please realize this type of investigation may take a period of time to complete.

I would ask you to call my office with any questions or concerns about our complaint procedure. We are honored to protect and serve a great community.

Sincerely,

A handwritten signature in black ink, appearing to read 'G. A. Sanford'.

Craig A. Sanford  
Chief of Police

101 Main Street • Kennebunkport, ME 04046

Emergency 9-1-1 (Voice/TDD) • Business: (207) 967-2454 • Fax: (207) 967-5940 • [www.kennebunkportpolice.org](http://www.kennebunkportpolice.org)

**KENNEBUNKPORT POLICE DEPARTMENT  
CITIZEN COMPLAINT FORM**

-----  
**TODAY'S DATE** \_\_\_\_\_

**YOUR NAME:**

\_\_\_\_\_  
(Last) (First) (Middle) (Date of Birth)

**YOUR ADDRESS:** \_\_\_\_\_  
(Street) (Apt #)

\_\_\_\_\_  
(City or Town) (State) (Zip) (Home phone with area code)

**WHERE CAN YOU BE REACHED DURING THE DAY?**

\_\_\_\_\_  
(Address) (Telephone #)

-----  
**WHEN AND WHERE DID THE INCIDENT THAT YOU ARE COMPLAINING ABOUT OCCUR?**

\_\_\_\_\_  
**DESCRIBE, OR LIST THE NAME (S) OF, THE EMPLOYEE (S) INVOLVED:**

(1) \_\_\_\_\_ Car # \_\_\_\_\_

(2) \_\_\_\_\_ Car # \_\_\_\_\_

-----  
**WHAT IS YOUR COMPLAINT? PLEASE DESCRIBE WHAT HAPPENED IN YOUR OWN WORDS. (If necessary, use the back of this form or extra paper and attach to this form):**

\_\_\_\_\_  
**YOUR SIGNATURE**

**DATE**

**WITNESS TO YOUR SIGNATURE**

**FALSE STATEMENTS ARE PUNISHABLE BY LAW**

**Maine Criminal Code, 17-A, §453 Unsworn Falsification: A person is guilty of unsworn falsification if: with the intent to deceive a public servant in the performance of his official duties, he makes any written false statement which he does not believe to be true...**

\_\_\_\_\_