



How to File an Official Commendation or Complaint about an employee of the Portland Police Department

1. Fill out the form on the City's Website:

<https://www.portlandmaine.gov/FormCenter/Police-Department-3/Citizen-Input-43>

OR

2. Fill out this form and drop it off at either of these places:

Police Headquarters, Office of the Chief
109 Middle Street

City Hall, Office of the City Manager
389 Congress Street

OR

3. Fill out this form and mail to:

Police Chief
Portland Police Department
109 Middle Street
Portland, ME 04101

What Happens Next?

1. If you gave us your information, a supervisor will contact you. They will explain what happens next, answer your questions and get more information.
2. If we need to do an investigation, we will tell you about the progress and the results.
3. If you want to, you can meet with a member of the command staff to talk about the outcome.

PORTLAND POLICE DEPARTMENT

Commendation or Complaint Form

Providing the best possible law enforcement services to the Portland community requires constant evaluation and improvement. We are committed to constantly challenging the ways we do business and finding new and better ways to serve. Your input is an important part of that process.

Please use this form to tell us about an experience with our Department. You can stay anonymous if you want to, but if we can't follow up with you, we might not be able to fully investigate and we will not be able to tell you the results of the investigation. If we have your contact information, we will contact you when we receive this form.

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- I WANT TO: ASK THE POLICE DEPARTMENT A QUESTION
 RAISE A CONCERN ABOUT AN OFFICER'S BEHAVIOR
 PRAISE AN OFFICER'S PERFORMANCE

MY INFORMATION IS:

NAME: _____ DATE OF BIRTH: _____

HOME ADDRESS: _____ PHONE NUMBER: _____

EMAIL ADDRESS: _____ GENDER: _____ RACE: _____

Providing your race and gender is optional and is intended to help us better assess police interactions and ensure our services are accessible to all members of our community.

TO HELP US IDENTIFY THE INCIDENT, PLEASE PROVIDE THE FOLLOWING INFORMATION:

DATE OF INTERACTION: _____ TIME OF INTERACTION: _____

LOCATION OF INTERACTION: _____

NAME OR DESCRIPTION OF OFFICER(S): _____

