



# Flagler County Sheriff's Office

Donald W. Fleming, Sheriff

1001 Justice Lane • Bunnell, Florida 32110

## CITIZEN'S COMPLAINT FORM

Complaints can be made to the Office of Internal Affairs or any Sheriff's Office employee. They can be made in person, by electronic mail, via telephone, or in person. Complaints involving discourtesy or poor service will generally be forwarded to the employee's immediate supervisor for investigation. They will then be thoroughly reviewed by the Office of Internal Affairs once they are completed. In most situations, a sworn, taped statement will be requested. Remember, simply relate the facts and do not attempt to embellish or add to your complaint. Be prepared to provide the investigator with witness information. You will be treated professionally and with courtesy.

Sheriff Donald W. Fleming

Date \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (Home) \_\_\_\_\_

(Work) \_\_\_\_\_

Please write your comment, including all pertinent information such as dates, times, locations, etc. You may use additional sheets if necessary.

Date/Time of Occurrence: \_\_\_\_\_

Location of Occurrence: \_\_\_\_\_

Names of Employees Involved: \_\_\_\_\_

Facts: \_\_\_\_\_

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

In accordance with Florida State Statute 837.06, whoever knowingly makes a false statement in writing with intent to mislead a public servant in the performance of their official duty shall be guilty of a misdemeanor of the second degree. Further, if the charges are found to be unfounded or are exonerated, the accused has the right to pursue civil recourse against the complainant.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### FOR DEPARTMENT USE ONLY

Name of Receiving Employee \_\_\_\_\_ IA # \_\_\_\_\_  
Time Received \_\_\_\_\_ Received By: \_\_\_\_\_ Date \_\_\_\_\_

Forwarded To: \_\_\_\_\_ Date \_\_\_\_\_  
Mail  Phone  In Person

Completed FCSO Internal Inquiry Form is attached.