

HOW TO MAKE A COMPLAINT CONCERNING A LEWISVILLE POLICE DEPARTMENT EMPLOYEE

- I.** If your complaint concerns behavior believed to be civil rights violations, excessive use of force, criminal activity, or similar problems, contact the Internal Affairs investigator at 972-219-3616.
- II.** If your complaint concerns behavior such as discourtesy, improper procedures, or poor job performance, ask to speak with the watch commander on duty or call him at 972-219-3600. A watch commander is on duty 24 hours a day, but he may have to return your call because he is not always in the station.
- III.** Complete the attached form in order to make a formal Internal Affairs complaint and mail it to: Lewisville Police Department, Internal Affairs, P.O. Box 299002, Lewisville, Texas 75029-9002. You may also drop off the form at the Lewisville Police Department Administration Office located at 1197 W. Main Street on the second floor.
- IV.** The Lewisville Police Department strives to deliver quality service and is extremely interested in resolving your complaint. You should be aware, however, that the intentional making of a false report could be a criminal offense which includes penalties of a fine up to \$4,000, confinement in jail up to one year, or both fine and imprisonment.

See section 614.022 of the Texas Government Code for further details regarding complaints against police officers and firefighters. [Texas Government Code](#)

INTERNAL AFFAIRS COMPLAINT

Name of Complainant: _____ DOB: _____

Address: _____

Home Phone #: _____ Work Phone #: _____

Work Address: _____

Date Reported: _____ Date Occurred: _____

Accused Employee: _____

Location: _____

Witnesses (Include names and contact information): _____

STATEMENT

