



**OTTAWA COUNTY SHERIFF'S OFFICE
PERSONNEL COMPLAINT FORM**

**MAIL OR HAND DELIVER TO:
SHERIFF STEPHEN J. LEVORCHICK
OTTAWA COUNTY SHERIFF'S OFFICE
315 MADISON STREET - ROOM 110
PORT CLINTON, OHIO 43452**

COMPLAINT INFORMATION

Date of Incident	Time of Incident
Location of Incident	

COMPLAINANT INFORMATION

Your Full Name		Date of Birth	Employer / School
Address	City	State	Zip
Home Phone	Work Phone	Cell Phone	Other Phone
Email			

WITNESS INFORMATION

Full Name		Date of Birth	Employer / School
Address	City	State	Zip
Home Phone	Work Phone	Cell Phone	Other Phone
Email			

Full Name		Date of Birth	Employer / School
Address	City	State	Zip
Home Phone	Work Phone	Cell Phone	Other Phone
Email			

DEPUTY OR EMPLOYEE INVOLVED

Deputy or Employee Name		Deputy or Employee Name	
Unit No.	Vehicle No.	Unit No.	Vehicle No.

Per Ohio Revised Code, Section 2921.15, it is against the law to knowingly file a complaint against a peace officer that alleges that the peace officer engaged in misconduct in the performance of the officer's duties if the person knows that the allegation is false.

THE OTTAWA COUNTY SHERIFF'S OFFICE TAKES SERIOUSLY ALL COMPLAINTS REGARDING THE SERVICES THAT WE PROVIDE AS WELL AS THE CONDUCT OF OUR EMPLOYEES.

OUR OFFICE WILL ACCEPT AND ADDRESS ALL COMPLAINTS IN ACCORDANCE WITH RELEVANT POLICY (#1009) AS WELL AS APPLICABLE FEDERAL AND STATE LAWS OR MANDATES.

IT IS ALSO THE POLICY OF THE OTTAWA COUNTY SHERIFF'S OFFICE TO ENSURE THAT THE COMMUNITY CAN REPORT MISCONDUCT WITHOUT CONCERN FOR REPRISAL OR RETALIATION.

ALTHOUGH WRITTEN COMPLAINTS ARE PREFERRED, A COMPLAINT MAY ALSO BE FILED ORALLY, EITHER IN PERSON OR BY TELEPHONE.

OTTAWA COUNTY SHERIFF'S OFFICE - PERSONNEL COMPLAINT FORM

(Please be specific and detailed. Sign the bottom of this page.)

AS ACKNOWLEDGED BY MY SIGNATURE BELOW, I ATTEST TO THE TRUTHFULNESS OF THE ABOVE STATEMENT.

COMPLAINANT'S SIGNATURE

DATE

----- OTTAWA COUNTY SHERIFF'S OFFICE USE ONLY -----

INITIAL RECEIPT BY _____ DATE / TIME _____

DISPOSITION COMMENTS