

Town of Boxford Department of Police 285 Ipswich Road Boxford, Massachusetts 01921 (978) 887-8135 Chief James B. Riter



Citizen Response Form

Reporting Individual's Information			
Name:	DOB:		
Home Address:	Primary Phone Number:		
License Number & State (if applicable): Ve	ehicle Registration & State (if applicable):		
Incident Date:	Incident Location/Address:		
Type of Report (please indicate one): Complaint	Commendation Other		
NARRATIVE : Please provide a description of the event that you are reporting. Include the following information if known and/or applicable; Officer name, rank and badge number or identification number, cruiser description and number, witness information and citation number (if applicable).			

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Submission of a Citizen Report Form	
This form may be submitted in the following manner(s):	
Delivered in person to: Boxford Police Department 285 Ipswich Road Boxford, MA 01921/Citizen Response	
Report.	
Faxed: Boxford Police Department/ Citizen Response Report 978-887-8138	
Emailed to: Sergeant Kurtis Anderson kanderson@boxfordma.gov	
 Mailed to: Boxford Police Department 285 Ipswich Road Boxford, MA 01921/Citizen Response Report 	
All faxed/mailed or hard copies of reports should be made out to the attention of: Sergeant Kurtis Anderson	
Signature: Date:	

The Boxford Police Department takes your comments seriously. A superior officer assigned to Internal Affairs will contact you upon receipt of this document. You may also call 978-887-8135 during regular business hours and request to speak to the Office in Charge. If a report is found to be fabricated and maliciously pursued, the reporting party may be subject to criminal prosecution and/or civil proceedings.

BPD – Admin Form (3) Standard: 52.1.2 / Policy 4.01