

Compliment and Complaint Form



Marc Elrich
Montgomery County Executive
Marc R. Yamada
Montgomery County Chief of Police

For more assistance, see these websites and contact information:

I.A.D.
Internal Affairs Division
<https://www.montgomerycountymd.gov/pol/internal-affairs.html>
Email: IAD.MCP@montgomerycountymd.gov
Tel: 240-773-6000

or
P.A.B.
Police Accountability Board
<https://www.montgomerycountymd.gov/pab/>
Email: mocopab@montgomerycountymd.gov
Tel: 240-777-0311



Department of Police
INTERNAL AFFAIRS DIVISION
100 Edison Park Drive
Gaithersburg, Maryland 20878



**NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES**

BUSINESS REPLY MAIL

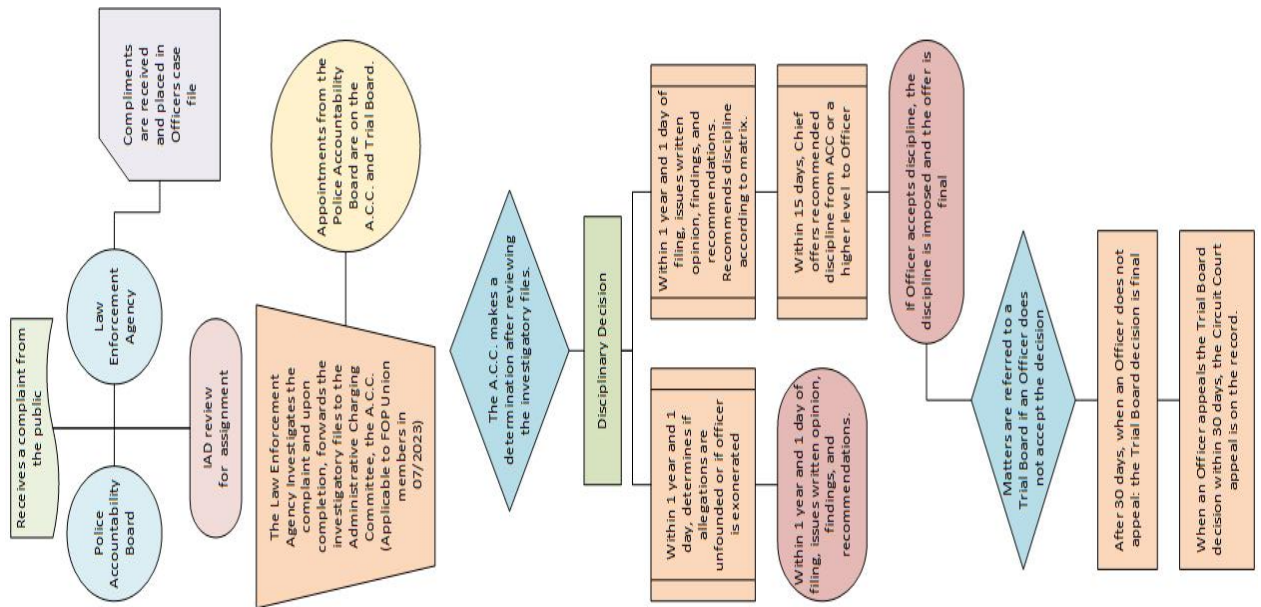
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POSTAGE WILL BE PAID BY ADDRESSEE

MONTGOMERY COUNTY, MARYLAND
101 MONROE ST
ROCKVILLE MD 20897-5044



DIAGRAM LISTING THE COMPLIMENT/COMPLAINT PROCESS FOR MONTGOMERY COUNTY DEPARTMENT OF POLICE



The Montgomery County Police Department (MCPD) strives to provide the highest quality of policing and public safety services to all members of the public. In the performance of their duties, MCPD employees come in contact with hundreds of thousands of people each year. Contact with members of the public by MCPD employees, be it in person, over the phone, or via written correspondence, occurs for a variety of reasons. At all times, MCPD employees are expected to perform their duties and conduct themselves in a respectful, unbiased, and professional manner. The police department encourages members of the public to file a complaint when they believe an MCPD employee (either a sworn police officer or a non-sworn civilian staff member) has acted in a manner that is not consistent with departmental policy, or county, state, or federal law. This form can be used to document a complaint and initiate an administrative review. Please refer to the noted instructions regarding the completion and submission of this form. Compliments, although not necessary, can also be documented on this form to advise of noteworthy actions and/or outstanding performance by MCPD employees. MCPD remains accountable to the public it serves, as well as the people it employs, and therefore welcomes feedback from anyone who wishes to let us know how we are doing and where we can improve.



COMPLIMENT AND COMPLAINT FORM

Instructions:

1. Fill out form. (For TTY/TDD users, please dial MD Relay, 7-1-1)
2. Complaints alleging excessive force must be filed with the Montgomery County Police Department or Police Accountability Board within 366 days of the incident.
3. Information regarding filing a complaint may be found here: <https://www.montgomerycountymd.gov/pol/internal-affairs.html> or <https://www.montgomerycountymd.gov/pab/>
4. Compliments/Complaints may be mailed by printing out this form, completing it, and mailing to the address located on the back of these instructions.
5. You will be contacted in writing and/or email return, upon receipt of this form.
6. For compliments, please choose the Internal Affairs Division box.
7. Choose where you want the complaint to be filed by checking one of these boxes:

Internal Affairs Division Police Accountability Board

Name: _____ Sex: _____ Race: _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____
Email: _____ Apt.# _____
Address: _____ State: _____ Zip Code: _____
City: _____

Location where incident occurred: _____
Date of Incident: _____ Time: _____ a.m./p.m. Incident #(if known): _____
Witness name: _____ Phone: _____ Email: _____
Witness address: _____ Name of employee involved: _____

Describe what happened

Montgomery County Police Stations

3rd District - Silver Spring 240-773-6800 1002 Milestone Drive Silver Spring, MD 20904	4th District - Wheaton 240-773-5500 2300 Randolph Road Wheaton, MD 20902	5th District - Germantown 240-773-6200 20000 Aircraft Drive Germantown, MD 20874	6th District - Montgomery Village/Gaithersburg 240-773-5700 45 West Watkins Mill Road Gaithersburg, MD 20878
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1st District - Rockville 240-773-6070 100 Edison Park Drive Gaithersburg, MD 20878	2nd District - Bethesda 240-773-6700 4823 Rugby Avenue Bethesda, MD 20814
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