

## Yeadon Police Citizen Complaint Form

---

The Yeadon Police Department encourages any person(s) who believe that they have experienced or observed police misconduct by a Yeadon Police Officer or Yeadon Police Staff Member to file a complaint with the Yeadon Police Department for review. Yeadon Police recognize that completing and submitting a complaint may be intimidating and stressful; however, Yeadon Police want to assure you that you will be able to do so without fear of retaliation or adverse consequences. Yeadon Police also investigate anonymous complaints made by the public, but to be transparent; if the anonymous reporter desires to be informed of the outcome of a complaint, some sort of contact information is needed, and this could be simply a valid email address created by the reporter.

---

Copies of the Complaint Form can be obtained from any officer working on patrol, in person at Yeadon Police Hq, or may be downloaded from the Yeadon Borough website at <https://yeadonborough.org/departments/public-safety/police-department/>

The completed Complaint Form may be submitted in person, or by mail to:

**Yeadon Borough Police Department  
Church Lane and Baily Road  
Yeadon, Pa 19050**

The complaint may also be e-mailed to [hgianmarco@yeadonpd.org](mailto:hgianmarco@yeadonpd.org)

Complaints received during normal business hours will be forwarded directly to the Chief of Police or his designee, and will be considered accepted and received at the time the report is made. The reporting party should expect to be contacted immediately by a Supervisor on duty. If the complaint is received via email or postal mail, the reporting party will be contacted within (3) three business days by the Chief of Police or his designee to acknowledge receipt of the complaint. The reporting party should understand that it may be necessary to meet with them in an effort to obtain all pertinent information to properly investigate and proceed with the review of the report and conduct a thorough investigation.

Any person making a complaint will receive a Yeadon Police Complaint Form Receipt to acknowledge their complaint either in person at time of report, or through email or postal address if one is provided.

Once the investigation is complete, the reporting party and officer/personnel involved will be contacted and formally advised of the results of the complaint investigation. In the event the reporting party is dissatisfied with the results/conclusions of the report, they may appeal the findings through the Office of the Delaware County District Attorney Special Prosecutions Unity for additional review or through any Civil means at their discretion if they so choose.

Yeadon Police  
Citizen Complaint Form

---

**Instructions for completing this form.**

Please describe the incident that led to this complaint, telling us what happened from beginning to end. Be as clear and specific as you can be. What aspect(s) of the incident was improper (your specific complaint). Were you involved in the incident or a witness? How can Yeadon Police resolve your complaint to your satisfaction?

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_ @ \_\_\_\_\_

Any other means of contact: \_\_\_\_\_

---

**Optional data for tracking police complaints:** The following data is collected for statistics and identifying potential issues within the department that may need to be addressed. The completion or omission of this data will not affect your complaint review and investigation in any way. It is strictly to help the department potentially identify any trends that may signal training or policy issues that affect those we serve.

Race/Ethnicity: \_\_\_\_\_ Gender: \_\_\_\_\_ Age group \_\_\_\_\_ (i.e., 20-25)

---

**Incident Details**

Date and Time: \_\_\_\_\_

Incident Location: \_\_\_\_\_

Does the complaint against the Officer or Police Department Personnel stem from an:

Arrest  Policy Violation  Citation/Ticket  Other  \_\_\_\_\_

Mark all that apply if there is information that can help complete the investigation:

Video  Audio  Pictures  Documents  Security Footage

---

**Yeadon Police or Staff Personnel Involved:**

Name: \_\_\_\_\_ Badge #: \_\_\_\_\_ Car # \_\_\_\_\_

Description of Officer/Staff if unknown by name or badge:

---

Name: \_\_\_\_\_ Badge #: \_\_\_\_\_ Car # \_\_\_\_\_

Description of Officer/Staff if unknown by name or badge:

---

Yeadon Police  
Citizen Complaint Form

---

Name: \_\_\_\_\_ Badge #: \_\_\_\_\_ Car # \_\_\_\_\_  
Description of Officer/Staff if unknown by name or badge:

*If additional personnel are involved please use back of this page.*

---

Witness(es)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

---

Incident Details/Complaint

Please complete using a pen, and if you need additional space please use the back of this page.

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

Yeadon Police  
Citizen Complaint Form

---

**Affirmation**

I, \_\_\_\_\_ understand that I may be asked to meet with Investigators of Yeadon Borough Police Department or other Internal Affairs Division Law Enforcement Agency Investigators to discuss this complaint. If I fail to do so, I acknowledge that it may make it difficult to properly complete the investigation into my complaint.

Additionally, I, \_\_\_\_\_ do hereby affirm that the foregoing and following information and statement(s) provided by me is/are true and complete to the best of my knowledge and belief. I understand that any false, misleading, or untrue statements, accusations, or allegations, herein made by me, either orally or in writing, to any person(s) investigating this complaint, may subject me to civil and/or criminal prosecution, in particular:

**PA Crimes Code Section § 4904. Unsworn falsification to authorities.**

(a) In general.--A person commits a misdemeanor of the second degree if, with intent to mislead a public servant in performing his official function, he:

- (1) makes any written false statement which he does not believe to be true;
- (2) submits or invites reliance on any writing which he knows to be forged, altered or otherwise lacking in authenticity; or
- (3) submits or invites reliance on any sample, specimen, map, boundary mark, or other object which he knows to be false.

(b) Statements "under penalty".--A person commits a misdemeanor of the third degree if he makes a written false statement which he does not believe to be true, on or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Time Reported: \_\_\_\_\_

Witness Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Witness Name: \_\_\_\_\_ Signature: \_\_\_\_\_

---

---

**Received by Supervisor:** \_\_\_\_\_

**Date Received:** \_\_\_\_\_ **Time Received:** \_\_\_\_\_

**Forwarded to Chief of Police on:** \_\_\_\_\_

**Receipt issued:**  **In person**  **Mailed/Email** **Date:** \_\_\_\_\_

Yeadon Police  
Citizen Complaint Form

---

**Citizen Police Complaint Form**  
*Completed by SHIFT SUPERVISOR*

Today's Date: \_\_\_\_\_ Time: \_\_\_\_\_

Complainant: \_\_\_\_\_

Complainant's Address: \_\_\_\_\_  
Street & No. / City / State / ZIP

Date of Incident: \_\_\_\_\_ Time: \_\_\_\_\_

Supervisor Taking Complaint: \_\_\_\_\_  
Printed Name

The Yeadon Police Department acknowledges receipt of a formal complaint filed against one of its officers/staff. The complaint will be forwarded directly to the Chief of Police. A full investigation into the matter could take approximately thirty (30) days. The Chief of Police or his designee of the Yeadon Police Department will notify you as to the final disposition of this complaint. Any future inquires as to the status or disposition of this complaint should be directed to the Chief of Police.

Chief Henry Giammarco Jr.  
Yeadon Police Department  
Church Lane & Baily Road  
Yeadon, PA 19050  
[hgiammarco@yeadonpd.org](mailto:hgiammarco@yeadonpd.org)

Supervisor's Signature: \_\_\_\_\_