



# Durham Police Department Citizen's Commendation Form



If you would like to commend an employee of the Durham Police Department, please fill out this form and either bring it to the Police Department or mail it to:

Lt. Mark Sykes  
Durham Police Department  
505 West Chapel Hill Street  
Durham, N.C. 27701

Commendations received by the Police Department will be forwarded to the employee and his/her supervisor. A copy of the commendation will also be placed in the employee's personnel file. The Durham Police Department is committed to providing the best customer service possible and feedback from citizens is essential in helping us meet this goal. If you don't know the officer's name or badge number, please provide the date, time and circumstances leading to your compliment. Efforts will be made to identify the officer involved.

Your Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Daytime Phone (\_\_\_\_) \_\_\_\_\_

Employee(s) Name(s) \_\_\_\_\_

Description, if names are unknown \_\_\_\_\_

Time/Date/Location \_\_\_\_\_

Description of Event \_\_\_\_\_

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*(Attach additional pages, if necessary)*

Signature \_\_\_\_\_ Date \_\_\_\_\_