



1201 Broad St., P.O. Box 286, Milliken, CO 80543 (970) 587-2772 • Fax (970) 587-8522

Dear Citizen

The Milliken Police Department prides itself on its commitment to the citizens of Milliken and to all visitors to our community. The philosophy of the police department is to treat all citizens with dignity and respect, no matter what the circumstances are, whenever a citizen comes in contact with our police officers. The complexities of the criminal justice system sometimes limit the actions that a police officer may take. This often leads to frustration and misunderstandings between the police officers and the citizen. Sometimes, no matter what our best efforts may be, mistakes are made. Most of the time these mistakes are unintentional, sometimes they are not.

Attached is a complaint form for you to complete and return to the Police Department so that your complaint may be investigated. Be assured that this will be done and you will be notified of the outcome of the investigation. It is very important that you provide us with the information that is needed to thoroughly investigate this matter. Working together and your cooperation to resolve whatever problem this may be will be needed. This matter cannot be resolved without your continuous cooperation. Please be advised that it often takes 10-14 days to complete an investigation, sometimes longer depending on the nature and complexity of the investigation.

All complaints must be in writing and any anonymous complaints will not be accepted. **No retaliatory action will be taken against you by anyone at this Police Department either during or after your complaint is received.** If you feel that you have been retaliated against by anyone at this Police Department because of this complaint, you have the right to further bring this matter to the attention of the Town Manager.

When you have completed the attached complaint form please return it to the Police Department. If the Chief or Sergeant are not available when you bring in this form please come back when either of them are available or seal the complaint form in an envelope, give it to the desk officer and ask them to forward it to either the Chief or the Sergeant. You may also mail the form to us. I further ask that you not discuss this matter with any of the police officers and allow us time to completely look into the complaint

Sincerely

Chief of Police  
or  
Police Commander

