Aptos/La Selva Fire Protection District

# Citizen Complaint Reporting Form

The Aptos/La Selva Fire Protection District is a public service organization, dedicated to serving the citizens of Aptos, Rio Del Mar and La Selva Beach with integrity, professionalism and compassion. The complaint process is an integral part of maintaining the integrity and discipline of our individual employees, and is a direct reflection of our continuing commitment to excellence in our service. Should you need to make a complaint, be assured that your concerns will be treated with thorough consideration and respect. All complaints will be forwarded to the Fire Chief for review, once submitted.

Date Complaint Filed:_____ Time Complaint Filed:_____ ☐ AM ☐ PM
Name of Reporting Party:_____
Address:_____
City:_____ State:_____ Zip:_____
Home Phone:_____ Alternate Phone/Email:_____

**Incident Information**

Date of Incident:_____ Time:_____ ☐ AM ☐ PM
Nature of Incident (Medical, Fire, Public Ed, Inspection, etc.):_____
Location:_____

**Witnesses to Incident (if known)**

Name:_____ Address:_____ Phone/Email:_____
Name:_____ Address:_____ Phone/Email:_____
Name:_____ Address:_____ Phone/Email:_____

**Fire Personnel Involved (if known)**

Name:_____ Rank:_____ Badge #:_____
Name:_____ Rank:_____ Badge #:_____
Name:_____ Rank:_____ Badge #:_____
Name:_____ Rank:_____ Badge #:_____

**Description of Incident/Reason for Complaint (attach additional sheets, if necessary):**

_____
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Please return the above form to: A/LSFD Administration, 6934 Soquel Drive, Aptos CA 95003, or email to Fire Chief Jon Jones at: jonj@aptosfire.com. If you have any questions, concerns or additional comments, please contact the Aptos/La Selva Fire Protection District at (831) 685-6690.