

For office use only:

1. Report Type:

- ☐ Crime  
☐ Incident  
☐ Supplemental

TEHAMA COUNTY SHERIFF'S OFFICE  
P.O. Box 729  
RED BLUFF, CA 96080  
(530) 529-7900 · (530) 529-7933 FAX

For office use only:

Case Number: \_\_\_\_\_

CITIZEN CRIME/INCIDENT REPORT FORM

For office use only:

Code Section: \_\_\_\_\_ Description: \_\_\_\_\_

PLEASE PRINT OR TYPE: *(Instructions on back)*

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

1. Name: \_\_\_\_\_

2. Date of Birth: \_\_\_\_\_

3. Street Address: \_\_\_\_\_

*Street Address*

*City, State, Zip*

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

*Mailing Address*

*City, State, Zip*

4. Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

5. Home telephone number: \_\_\_\_\_

Work telephone number: \_\_\_\_\_

6. Location of crime/incident: \_\_\_\_\_

7. Type of crime/incident: \_\_\_\_\_

8. Property: \_\_\_\_\_ Value: \_\_\_\_\_ Identification number: \_\_\_\_\_

Property: \_\_\_\_\_ Value: \_\_\_\_\_ Identification number: \_\_\_\_\_

Property: \_\_\_\_\_ Value: \_\_\_\_\_ Identification number: \_\_\_\_\_

9. How did it occur? \_\_\_\_\_

10. When did it happen? Date: \_\_\_\_\_ Time: \_\_\_\_\_

11. When did you first discover the crime/incident? \_\_\_\_\_

12. Narrative Section *(use additional paper if needed)*: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Original Signature is Required*

*Date*

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Received by: \_\_\_\_\_

Date: \_\_\_\_\_

Routed to: \_\_\_\_\_

Is further action required? ☐ Yes ☐ No

Copies to: ☐ Detectives ☐ Patrol ☐ District Attorney

☐ Probation ☐ RBPD ☐ Juvenile Justice Center

☐ Other \_\_\_\_\_

Additional Charges: \_\_\_\_\_

Reviewed By \_\_\_\_\_

Date \_\_\_\_\_

Revised July 2004/klh

## INSTRUCTIONS FOR COMPLETING FORM:

*Please Note: Gray areas are for office use only and are not to be completed by reporting party.*

1. Name: Reporting person's first, middle and last name.
2. Date of Birth: Reporting person's date of birth (eight digits, ex: 01/01/1950)
3. Address: Reporting person's complete street address and mailing address if applicable.
4. Driver's License Number: Reporting party's driver's license number and state.
5. Home and work telephone numbers: Please include area code if out of the 530 area.
6. Location of crime/incident: Address where crime/incident occurred. List cross streets if applicable.
7. Type of crime/incident: Use plain English when describing type of crime/incident (*ex: petty theft, vandalism, suspicious circumstance, etc.*)
8. Property: List type of property (include item name and model number)  
Value: List value of property  
Identification number: List serial number  
(*Use additional pages if necessary*).
9. How did it occur? If known, please describe.
10. When did it happen? If known, list date and time when the crime/incident occurred.
11. When did you first discover the crime/incident occurred?
12. Narrative section: If known, describe the crime/incident that occurred.
  - Write a brief synopsis describing the crime/incident, how did it occur?
  - List any additional victims, witnesses or possible suspects.
  - You may also use the area to list further property. Use additional pages if needed.

**148.5. (a)** *Every person who reports to any peace officer, district attorney, or deputy district attorney that a felony or misdemeanor has been committed, knowing the report to be false, is guilty of a misdemeanor.*