



St. Anthony Police Department

Commendation Report

Commendations

The St. Anthony Police Department is committed to maintaining integrity, discipline, and a relationship with the community of trust and confidence. We welcome citizen's recognition of police employees performing in an effective, quality manner. If you have had a positive experience involving one of our employees and you believe the employee should be recognized for their performance, please take the time to fill out the form below. When you have completed the Commendation form, either bring it to the police department or mail it to:

**Citizen Commendation c/o Chief of
Police
St. Anthony Police Department 3301 Silver
Lake Road
St. Anthony, MN 55418**

Please complete this form as fully and accurately as you are able. When describing the incident, write down a detailed account as you remember it. Whenever possible, include the location, date, time, and telephone number, and the names and addresses of other known witnesses. If known, give the name(s) of the officer(s) involved. If you do not know the officer's name(s), use the narrative section to describe the officer(s) in as much detail as you can remember. If necessary, attach additional sheets to this form. It's also important that you include as much as you remember of any conversation you or others had with the officer(s) or any actions taken by the officer(s). Describe in detail what you feel the officer(s) or any police department employee did that should be recognized.

Citizen commendations will be forwarded to the Chief of Police, the employee's supervisor, the commended employee and to their personnel file.



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The Mission of the St. Anthony Police Department is to improve the overall quality of life by preserving the peace and safety of the community.

Citizen Information (person reporting commendation)

Citizen Name	Phone Number	Email Address
Address (include street address, city, state and zip code)		

Commendation Information

Incident Date and Time	Incident Location	Case Number (if known)
Employee Name (Badge number, if known)	Additional Employee Name (if applicable)	Additional Employee Name (if applicable)
Witness Name	Witness Address	Witness Phone Number
Witness Name	Witness Address	Witness Phone Number

Describe Basis for Commendation (attach additional sheets if necessary)

Citizen Signature	Date
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If you have questions, call the St. Anthony Police Department at 612-782-3350

Receipt and Disposition Information (to be completed by Police)

Employee Receiving Report	Date/Time Received	Referred to
Commendation: <input type="checkbox"/> Officer <input type="checkbox"/> File	Date Commendation Forwarded	Case Number



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The Mission of the St. Anthony Police Department is to proactively arrest offenders and prevent crime, while working with the community to solve problems and improve the overall quality of life for all we serve.

Describe Basis for Commendation (Continuation)