Anchorage Community Police Relations Task Force
Incident Report

Yes

- ☐ Do you have a criminal case regarding the incident you wish to report currently pending or do you anticipate that you may be charged in a criminal matter?
- ☐ Are you represented by an attorney; do you or your attorney intend to file a civil lawsuit regarding the incident that you wish to report to the ACPRTF?
- ☐ Does the incident you are reporting involve a pending traffic ticket or other citation? If yes, you are recommended to exhaust administrative remedies with the police department by contacting APD Staff Inspections at 786-8651, and by exhausting judicial remedies by appearing in court regarding the ticket or citation.
- ☐ Have you filed a complaint or do you intend to file a complaint with the Anchorage Equal Rights Commission (AERC), the Alaska State Commission for Human Rights (ASCHR), the Equal Employment Opportunity Commission (EEOC), the US Department of Justice (DOJ), or any other administrative agency?
- ☐ Did the incident you are reporting happen two years prior to today's date? If so, the ACPRTF is unable to investigate the incident.
- ☐ If the incident you are reporting involves employment, are you represented by a union?
- ☐ Does the incident you are reporting involve the Anchorage School District? If yes, you are recommended to exhaust administrative remedies with ASD including filing a complaint with EEO and/or the Minority Education Concerns Advisory Committee, or with the AERC or ASCHR.
- ☐ Are you reporting about law enforcement's response to a sexual assault? If so, APD may not be able to respond to your allegations in public and you are referred to the Alaska State Office of Victims Rights at 1007 W. 3rd Avenue, Suite 205, Anchorage, 99501; 907-272-2620; toll free 866-274-2620; or e-mail at officeofvictimsrights@legis.state.ak.us.
- ☐ Have you sought assistance from any other agency or organization to resolve this incident? If yes, what agency or organization?

If you answered yes to any of the above questions, the ACPRTF is unable to investigate your complaint. DO NOT COMPLETE THIS INCIDENT REPORT. The ACPRTF cannot hear about your incident until your criminal case is concluded or your administrative or judicial remedies are exhausted. If you are represented by an attorney, it is recommended that you consult with your attorney regarding the incident you wish to report to the ACPRTF.

COMPLAINANT INFORMATION

Last Name	First Name	MI	Today's date

Address	Home Phone No.	Work Phone No.	Cell Phone No.

INCIDENT INFORMATION

Date of Incident	Location of Incident	APD Case Number (if known)

	Names of Officers Involved	Names of Witnesses (if any) and their contact number:
	1.	1.
	2.	2.

Remedy Requested

Nature of Incident/Complaint (Use back of form for additional information, if necessary)

ACPRTF Member Accepting Report	Date

Please contact APD Staff Inspections immediately at 786-8651 to report the incident. If you believe you have a discrimination complaint, you may wish to contact the Anchorage Equal Rights Commission at 343-4343. Please return this form to any member of the ACPRTF or mail to the ACPRTF, c/o Advisory Member, the Anchorage Equal Rights Commission, 632 W. 6th Avenue, Suite 110, Anchorage, Alaska, 99501; or send via fax at (907) 343-4395.