



David Wendt, Sheriff  
Ceth Haggard, Undersheriff

## How to Commend or Complain about a Member

The Beaverhead County Sheriff's Office is committed to providing the best possible services available to all. The Beaverhead County Sheriff's Office believes that good behavior, professionalism, ethics, and principles on the part of every member are the very foundation of the Sheriff's Office. However, there are times when the public may be concerned with the actions of a member. As a means of constantly striving to improve Deputies performance and maintain the highest respect from the community, Beaverhead County:

- Seeks citizen input for improvement in our services.
- Welcomes citizen commendations of our personnel who admirably perform their duties
- Encourages questions and/or complaints regarding the agency's performance or the actions of its members whenever there is a concern.

Whether you wish to commend a member or file a complaint about the actions of a member, you may do so in the following ways:

Contact the Sheriff's Office by phone at 406-683-3700

Complete the Citizen's Commendation/Complaint Form. The form may be submitted via email [dwendt@beaverheadsheriff.com](mailto:dwendt@beaverheadsheriff.com) or [chaggard@beaverheadsheriff.com](mailto:chaggard@beaverheadsheriff.com), or printed and faxed to the Sheriff's Office 406-683-3778. **All complaints must be signed and contain a valid phone number.** You may also deliver the completed form in person or mail it to the below listed address:

Beaverhead CO Sheriff's Office  
2 S. Pacific Street suite 16  
Dillon, MT 59725

Commendations will be forwarded to the Sheriff or Undersheriff to ensure prompt recognition is given to the member. Complaints will be thoroughly and promptly investigated and in most cases completed within 30 days. Depending on the nature of the complaint, the investigation may be conducted by the Sheriff, Undersheriff or forwarded as appropriate.

If you need further assistance, please call.

Sheriff David Wendt

Undersheriff Ceth Haggard



## CITIZEN'S COMMENDATION/COMPLAINT FORM

--

Name:	Date:
Address:	
Home Phone Number:	Other Phone Number:
Email Address:	

INCIDENT INFORMATION	
Member's Name:	
Member Identification Number <i>(if known)</i> :	Vehicle # <i>(if known)</i> :
Date of Incident:	Time of Incident:
Location:	

DESCRIBE NATURE OF COMMENDATION/COMPLAINT

**FOR COMPLAINTS ONLY:** *(sign below)*

I do hereby swear or affirm the facts stated above are to the best of my knowledge true and based on fact.

\_\_\_\_\_

(Complainant's Signature)

**CITIZEN'S COMMENDATION/COMPLAINT FORM (Continued)**

[Large empty rectangular area for text entry]

\_\_\_\_\_ Complaint's signature

Page \_\_\_\_\_ of \_\_\_\_\_