

## Citizen Report Form Citizen Report - Child Custody Dispute Form

The Citizen Report Form and Citizen Report Child Custody Dispute Form are designed to remove police officers from the process of documenting Insurance Only Crime Reports, Violations of Court Orders, Child Custody Disputes, Civil Cases, and Private Property Traffic Collisions. It is to be completed by the citizen and taken to the police department for the assignment of a case number.  
*Attach additional pages of documentation if needed.*

Insurance Loss – When the crime was not initially reported and is now being made at a later date for insurance purposes only. Basically, it is for an unsolvable crime with no crime scene, evidence, or suspects.

***Do not use this form*** if there is an identified suspect; you are reporting the crime in a timely manner, ie: crime just discovered; there is substantial, major loss; or firearms are involved.

You should provide as accurate and detailed description of the property as possible. Include serial numbers, identifying marks, where item was taken from, etc.

Violation of Court Order - For non-violent court order violations where it's basically one person's word against the other and no supplemental investigation is necessary.

***Do not use this form*** if violence is involved or there is express or implied danger to either party.

You should list the judge, court and docket number, a complete description and address of the violator, and specifically what the violator did to violate the court order.

Civil Disagreements – It is purely a civil disagreement, no crime has been committed, and it is one person's word against the other.

***Do not use this form*** if violence is involved, there is an express or implied danger to either party, or a crime is involved.

You should identify the name and address of the other person involved and, specifically, what the other person has done to cause the disagreement.

Private Property Traffic Accident – When there is a property damage accident that has occurred on private property.

***Do not use this form*** if there is an injury; the collision occurred on a city street or alley; or for hit and run accidents if you have information leading to the driver involved.

An officer will stand by at the scene until drivers have exchanged names, address, phone number, and insurance company information.

When completing this form, you should include vehicle description and damage, and an accurate description of how the collision occurred.

Child Custody Disputes – For non-violent child visitation violations. > ***Use Child Custody Dispute Form***

***Do not use this form*** if violence is involved; there is a possibility of danger to the child; kidnapping or abduction is suspected, or you want to file a Missing Juvenile Report.

You should list the judge, court and docket number, the name, age and address of the child, a complete description and address of the violator, and specifically, what the violator did to violate the visitation order.

**KINGSBURG POLICE DEPARTMENT**  
1300 California Street  
Kingsburg, CA 93631  
(559) 897-2931

**CITIZEN REPORT  
CHILD CUSTODY DISPUTE FORM**

Case No. \_\_\_\_\_

INSTRUCTIONS: 1. Complete form 2. Make your own photocopies before returning form 3. Return in person or by mail 4. A case number will be assigned upon receipt 5. Contact and provide your own copies to your lawyer

Your Name:	DOB:	Address	Phone
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**TYPE OF INCIDENT**

Violation of Court Order                      Child Custody                      Other \_\_\_\_\_

Where did this happen?	What date and time did it happen?
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Who else is involved? NAME	CODE-	Suspect DOB	Victim CODE	Witness ADDRESS	Parent	Other	PHONE

Related Cases:	
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Remedies to other violations of custody/visitation orders are the responsibility of the parent/guardian who feels violations, other than those listed below, have been committed by someone other than themselves, who is also subject to the custody/visitation order. To address these violations you must bring the violations before the court on your own.

Custody/visitation Court Order# \_\_\_\_\_ Dated \_\_\_\_\_

County/State \_\_\_\_\_ Judge \_\_\_\_\_

Child(ren) Names and birth dates \_\_\_\_\_

\_\_\_\_\_

**TO CONTINUE, COMPLETE THE REVERSE SIDE OF THIS FORM**

On this date \_\_\_\_\_ Ipf lecv'lo g+allege that the following violation(s) of the above listed custody/visitation order was/were committed by the other parent/guardian.

**(CIRCLE THE APPROPRIATE NUMBER AND/OR BOLD RESPONSE)**

1. Parent/guardian refused to allow me to pick up my child/children for scheduled custody/visitation.
2. Parent/guardian did not **pick up/return** the child/children from visitation on time. They were \_\_\_\_\_ **days/hours** late. (NOTE: The DA's office cannot force a parent/guardian to exercise his/her visitation rights. Therefore, failure to "pick up" a child for visitation will not normally result in action by this office.)
3. Parent/guardian did not allow scheduled telephonic visitation with the child/children on **date(s)** \_\_\_\_\_.

The relationship between the involved party and myself is:

**Separated      Divorced      Child in common      Grandparent/guardian**

**NARRATIVE:** Provide a brief explanation of how the other parent/guardian refused to allow visitation, and/or, steps you took to get your visitation; cpf "when vj g last contact with the other parent/guardian"qeewtgf .

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Filing of a false police report is a crime under Penal Code Section 148.5 (a misdemeanor), punishable by imprisonment in the county jail not exceeding 6 months, or by fine not exceeding one thousand dollars (\$1000.00), or both.

I declare under the penalty of perjury, in accordance to the laws of the State of California, that the foregoing is true and correct.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_