



Case #: _____ - _____
(Police Use Only)

You may fill the form out using your computer, but you must print it and provide a hard copy to the Police Department. At this time, online submission is not available. Please keep a copy for your records.

Waco Police Department Citizen Offense Report

If the suspect is still at the scene, **call 911**. Please complete this form by printing with black ink if the crime occurred inside the Waco City Limits.

Police Use Only

Offense: _____ Description: _____ Classification: _____ Entered by: _____ on _____.

Date of offense: ___/___/___ Day of week: _____ Time: _____ a.m/p.m. to _____ a.m./p.m.

Address where offense occurred: _____ Describe location: _____

Reporting Person

Name: _____ Address: _____ City: _____ State: _____ Zip: _____

Business: _____ Address: _____ City: _____ State: _____ Zip: _____

Date of Birth: ___/___/___ Race: _____ Gender: _____ D.L. # _____ Soc. Security #: _____

Home Phone : (____) _____ - _____ Cell Phone : (____) _____ - _____ Work Phone : (____) _____ - _____

Vehicle License Plate: _____ State: _____ Year: _____ Make: _____ Model: _____

Style: ___ 2-door; ___ 4-door; ___ SUV; ___ Truck VIN # /Other: _____

Witness Information

Name: _____ Address: _____ City: _____ State: _____ Zip: _____

Business: _____ Address: _____ City: _____ State: _____ Zip: _____

Date of Birth: ___/___/___ Race: _____ Gender: _____ D.L. # _____ Soc. Security #: _____

Home Phone : (____) _____ - _____ Cell Phone : (____) _____ - _____ Work Phone : (____) _____ - _____

Suspect Information

Name: _____ Address: _____ City: _____ State: _____ Zip: _____

Business: _____ Address: _____ City: _____ State: _____ Zip: _____

Date of Birth: ___/___/___ or Age: ___ Race: _____ Gender: _____ D.L. # _____ Soc. Security #: _____

Home Phone :(____)_____-_____ Cell Phone :(____)_____-_____ Work Phone :(____)_____-_____

Vehicle License Plate: _____ State: _____ Year: _____ Make: _____ Model: _____

Color: _____ Style: ___2-door; ___4-door; ___SUV; ___Truck VIN # /Other: _____

Property Stolen

Quantity: ___ Brand: _____ Model: _____ Item: _____ Serial#: _____ Value:\$ _____

Quantity: ___ Brand: _____ Model: _____ Item: _____ Serial#: _____ Value:\$ _____

Property Damaged

Quantity: ___ Description/How Damaged: _____ Value: \$ _____

Quantity: ___ Description/How Damaged: _____ Value: \$ _____

Describe What Happened

The above is true and correct and happened in McLennan County, Texas. I understand if I give a false report to a Peace Officer or to a Law Enforcement Employee, that I may be prosecuted for this crime under the Texas Penal Code.

Signature of Person Making this Report: _____ Date: _____

Instructions

This form may be completed on certain crimes when the suspect has left the scene. Use additional paper as needed and attach to this report. If you have any questions about completing this form, please call the WPD Records Section at: (254) 750-7650. Submit this completed offense report within 10 calendar days to:

**Waco Police Department
Attn: Records Section
721 N. 4th Street
Waco, Texas 76701**

Upon review of this case, if further investigation or follow-up is needed, you may be contacted by a WPD detective.