

Example Reports

Call Sheets



Lubbock Police Department
Lubbock, Texas
Call Sheet

EMERGENCY CALL INFORMATION

Date/Time: 07/16/2010 12:44:03
Name of Caller: Dwayne Russell
Address of emergency: 125 South Pine St. Lubbock, TX 79407
Phone number of caller: 555-9863
Type of emergency: Medical/ Heart Attack
Age of the victim: 56
Is the victim conscious? No
Is the victim breathing? Yes
Dispatch Number: Police Unit 458, Bus 964

EMERGENCY SCENE INFORMATION

Date/Time: 07/16/2010 12:52:09
Names of victims on the scene: Dwayne Russell
Address of emergency: 125 South Pine St. Lubbock, TX 79407
Type of emergency: Medical/ Heart Attack
Age of the victim: 56
Is the victim conscious? No
Is the victim breathing? Yes
Comments:
Victim was transported to Mercy Medical Hospital on Bus 964. Condition of victim was unstable when arriving to at 125 South Pine St. Lubbock, TX 79407 on 07/16/2010 12:52:09. Caller was instructed by 911 operator to administer CPR until professional personnel arrived.

Example Reports

Incident Report



Lubbock Police Department
Lubbock, Texas
Incident Report #36486512
Report Entered: 07/18/2010 13:21:34

Case Title		Location 123 Easy St.	Apt/Unit# 109F	
Date/Time Reported 07/16/2010 12:44:00		Date/Time Occurred 07/16/2010 12:31:25		
Incident Type/ Offense Burglary				
Reporting Officer Booker, Jack (559)		Approving Officer Smithson, Chad (458)		
Persons				
Role	Name	Sex, Race, Age, DOB	Phone	Address
Witness	Borke, Rachel	Female, White, 23, 06/15/87	555-9856	564 Clark Ave Lubbock, Texas
Offenders				
Status	Name	Sex, Race, Age, DOB	Phone	Address
Defendant	Duncan, John	Male, White, 38, 04/02/72	555-1245	8974 Pine St. Lubbock, Texas
Vehicles				
Property				
Class	Description	Make Model	Serial #	Value

Narrative

On Saturday, July 16th, 2010, I was on uniformed duty in an unmarked police cruiser assigned to the Administration Section, working 7:00AM-3:30PM. At approximately 12:44PM, I was operating my cruiser on Harvard St. near Easy St.. At that time, I overheard an ECC broadcast for a possible break in progress at 123 Easy St.. Due to my proximity, I responded. When I arrived at 123 Easy St. I radioed ECC and asked that they have the caller meet me at the front door to this residence. I was told that the caller was already outside. As I was getting this information, I climbed the porch stairs to the front door. As I reached the door, a female voice called out to me. I turned and looked in the direction of the voice and ...Observed the white female, later identified as Rachel Borke. Borke, who was standing on the sidewalk in front of the residence. I witnessed a telephone in her hand and told me that it was her who called. She went on to tell me that she observed what appeared to be two white males with backpacks on the porch of 123 Easy St.. She told me that her suspicions were aroused when she observed one of them wedging his shoulder into the door as if he was trying to forgo entry. Since I was the only police officer on the location and had my back to the door as I spoke with her, I suggested she wait for other responding officers while I investigated further.

Example Reports

Supplemental Report



Lubbock Police Department
Lubbock, Texas
Supplemental Report

SUPPLEMENTAL DETAIL

Case Number	Officer Number	Date Entered	Date/Time of Orig. RPT
36486512	559	07/18/2010 13:21:34	07/16/2010 12:44:00
Incident Address	Title of Report		
123 Easy St. Lubbock, Texas	Burglary		

NARRATIVE

The writer of this report was contacted by an anonymous subject whom indicated that she thought there were possibly two white males trying to break into a house next to 123 Easy St. She described the house as being white with grey trim. The caller indicated that the subjects were loitering on the porch and attempting to wedge their shoulders into the front door to break it open. The caller said that she knew no one was supposed to be around the house because the elderly lady that lives there was gone on vacation to see her grandchildren in Illinois. She described the subjects as wearing all black with a white t-shirt underneath his hoody and wearing red and black sneakers. While on the phone with the caller she was telling me she could see the subjects had went around the back of the house, she could see the subjects loitering around the back of the house and then they disappeared, this led him to believe they had made an entry into the house. The writer of this report kept the caller on the line until he could see the officers approaching on foot. While I was on the phone with the caller, I could hear one of the officers holler at the subjects to "get down." I then ended the call.

Copied By:

Entered/Filed By:

Miscellaneous/ Leads #'s

Signature of Reporting Officer

APPROVED (Supervisor)

Jack W Booker

Dustin S Seagraves

No secondary dissemination without consent from Lubbock Police Department

Reporting Officer: Booker, Jack W

Officer's Initials: JS **Approved:** DS