



# Sagamore Hills Police Department

11551 Valley View Rd.  
Sagamore Hills, Ohio 44067

**David E. Hayes**  
Chief of Police

Phone: (330) 468-0900  
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## Sagamore Hills Police Department Citizen Complaint Process

It is the policy of the Sagamore Hills Police Department to accept and review all citizen complaints regarding police service, policy, procedure, or personnel. The citizen complaint process is available to anyone who believes our personnel may have performed in a manner that is in violation of our rules, the law, and/or a citizen's rights. The fair, factual, and objective investigation of complaints is a priority.

### How to File a Complaint

If you believe an officer or employee of the police department did something wrong, get the officer or employees' name, badge or identification number, car number, or other identifying details so we can determine who is involved. If witnesses were at the scene, get their names and contact information. Collect any evidence you believe is related to your complaint.

Complaints may be filed in person, via telephone, via mail, or via e-mail.

Complaint forms are available at the Police Station. A complaint form may be dropped off at your house upon request or mailed to you if you desire. Once the complaint form is completed, return it to the police department at:

11551 Valley View Road  
Sagamore Hills Ohio 44067  
or e-mail it to [policechief@mysagamorehills.com](mailto:policechief@mysagamorehills.com)

### Who Investigates Complaints

Citizen complaints are investigated by a police supervisor. The investigator will conduct a detailed investigation of the incident and gather statements from you and witnesses. Your assistance is critical and additional information may be needed. If you have further questions regarding our complaint process, please call (330) 468-3515.