

Incident Report

Explain what you saw, be accurate with details and don't guess. Below are prompters, don't limit your details only to what is noted on this page.

Date: _____ Time: _____

Location of Incident: _____

There was a:

- Burglary Theft Theft of Auto
 Theft from Auto Vandalism Assault
 Suspicious Activity Other: _____

Suspect Description:

Male Female Age: _____
 Height: _____ Weight: _____
 Hair Colour: _____ Length: _____
 Facial Hair? Yes No
 Glasses? Yes No
 Accent: _____
 What was said: _____

Colour and Description of Clothing:

Upper Body: _____
 Lower Body: _____
 Other Distinguishing Features: _____

Vehicle Description

Licence Plate No.: _____
 Make: _____ Model: _____
 Colour: _____ Style: _____
 Year: _____
 Other Distinguishing Features: _____

Direction of Travel (Compass direction)

North South East West
 On _____ (Street name)

When & How to Call the Police

For more information, please contact:

Richmond RCMP Crime Prevention

Phone: 604-207-4790

Fax: 604-713-2349

RCMP (emergency) 9-1-1

RCMP (non-emergency) 604-278-1212

City of Richmond

Main Switchboard 604-276-4000

Graffiti Hotline..... 604-233-3307

Public Works Requests-Works Yard..... 604-244-1262

- To report street surface problems
- Missing, damaged or blocked traffic signs
- Burned out street lights or damaged light poles
- Watermain leaks or water quality (dirty water)
- Abandoned bikes

For 24 hour service, call 604-270-8721

Traffic Operations 604-276-4032 / 604-276-4210

- To report an obstruction to motorists' sightlines (fences, trees, shrubs, etc.)

Traffic Signal Outage 604-247-4616

Community Bylaws..... 604-276-4345

Richmond Fire Department..... 604-278-5131

Richmond Emergency Programs 604-233-3333

Crimestoppers 604-669-8477

www.solvecrime.ca

Working together to prevent crime



City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1
Tel: 604-276-4000
www.richmond.ca

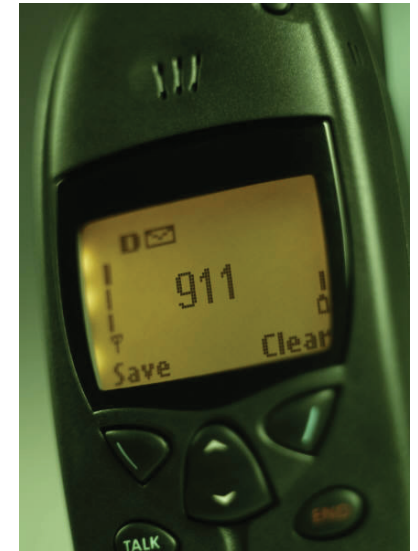


Richmond RCMP

Crime Prevention Team
6900 Minoru Blvd, Richmond, BC V6Y 1Y3
Tel: 604-207-4790
www.richmond.ca/crime
September 28, 2010



When & How to Call the Police



Please visit:

www.richmond.ca/crime

for neighbourhood crime information
and

www.richmond.ca/homesafety

for home security tips

Working together to prevent crime



When to Call the Police

If you discover a crime in progress and the suspect(s) is/are present, call **9-1-1**.

If the suspect has left and the crime has already occurred, do not touch anything and call the Police non-emergency number at **604-278-1212**.

Report all criminal activity to the Police. If a suspect is present, call **9-1-1**. If no suspect is present, call the Police non-emergency number at **604-278-1212**.

Write down the suspect's description: sex, race, height, weight, clothing and vehicle details, direction of travel, and licence plate number.



When Calling the Police:

- Remain calm.
- Give your name, phone number and address.
- If using a cell phone, state the city you are calling from.
- Stay on the line until told to hang up.
- Do not assume someone else has already called the Police.

State the Problem:

- State the location of the incident.
- Give a complete description of the person(s) / vehicle(s) involved.
- Give the direction the suspect(s) or vehicle(s) are travelling.
- Follow the instructions of the Police operator.

Richmond RCMP Block Watch

Phone: 604-207-4790

Email: blockwatch@richmond.ca

Block Watch is a free, community-based, crime prevention program aimed at helping residents organize their neighbourhoods to help prevent crime in the community. Participants report suspicious incidents to the Police.

For information on Block Watch, visit:
www.richmond.ca/blockwatch

E-mail your name and street address to:
blockwatch@richmond.ca to receive an e-mail alert should a residential break and enter occur in your neighbourhood.

For a Home Security Checklist, visit:
www.richmond.ca/homesafety



Richmond RCMP Business Watch

Phone: 604-207-4790

Email: RCMP_Business_Watch@richmond.ca

This program's focus is to educate businesses in crime prevention strategies to help reduce crime. Richmond businesses can request a free security assessment to help secure their property and create a safe working environment by calling 604-207-4790.

Register your business name and address at
RCMP_Business_Watch@richmond.ca to receive an email alert should a commercial break and enter occur in your neighbourhood.

Richmond RCMP's Criminal Activity Maps

Visit www.richmond.ca/crime for an interactive web page where you can view Richmond neighbourhood maps for current crime summaries of residential and commercial break and enters, auto thefts, and theft from motor vehicles.

Visitors to the site will be able to view any Richmond neighbourhood and can click beneath the words: Residential or Commercial Break and Enters; Theft from Motor Vehicle; or Theft of Auto to link to home and auto security tips. The security tips section has information about securing various entry points on your home and prevent vehicle thefts.

For home security tips, visit:
www.richmond.ca/homesafety

For business security tips, visit:
www.richmond.ca/businesswatch

For auto security tips, visit:
www.richmond.ca/safety/police/prevention/vehicle

