



SARPY COUNTY SHERIFF'S OFFICE



JEFFERY L. DAVIS
Sarpy County Sheriff

8335 Platteview Road
Papillion, Nebraska 68046-2800
Telephone 402-593-2288
Fax 402-593-4323

Request for Recognition

If you want to make a request for recognition for a Sarpy County Sheriff's Office employee, complete page two and three of this packet.

To file the request for recognition, you may choose one of the following options:

- 1) Personally deliver the request to the Assigned Duty Commander while you are at the Sheriff's Office.
- 2) Mail, fax, or e-mail the request to:

Sarpy County Sheriff's Office
Professional Standards Unit
8335 Platteview Road
Papillion, NE 68046-2800

Fax: (402) 593-4323

Email: Professional Standards Unit (SheriffPSU@sarpy.com)

Our department will also accept recognition requests by telephone. In these situations, call the Sheriff's Office at (402)593-2288 and request to speak with the Assigned Duty Commander.

If you file a recognition request by mail, fax, e-mail, or telephone, a Sheriff's Office employee will contact you to verify that you made the request.



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IR#: _____

For Internal Use Only

DATE:

NAME OF PERSON MAKING REQUEST:

ADDRESS:

PHONE:

NAME OF DEPUTY/EMPLOYEE INVOLVED:

DATE OF INCIDENT:

TIME OF INCIDENT:

LOCATION OF WHERE ALLEGED INCIDENT OCCURRED:



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NARRATIVE:

Signature of Individual Making Request

Date

Supervisor Receiving Request / Ser#

Date