



PGY 'ECPCCP POLICE DEPARTMENT EMPLOYEE COMMENDATION FORM

If you would like to commend an employee of the New Canaan Police Department, please fill out this form. You may either mail this form or return it to the Department. You may also commend an employee by writing a letter to the Chief of Police, New Canaan Police Department, 174 South Avenue, New Canaan, CT 06840 or e-mail john.difederico@newcanaanct.gov

Verbal commendations may be given to any Department supervisor.

The New Canaan Police Department thanks you for your interest and for taking the time to complete this form.

1. Date of contact with employee: _____
Time of contact with employee: _____ AM PM
Location of contact (i.e., address, cross streets, or business name, etc.) _____

2. Employee's name, employee number (if known) and assignment (patrol, detective, supervisor, civilian)

| Name | Employee Number | Assignment |
|-------|-----------------|------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |

3. What initiated your contact with the employee?

- Police response to your call Pick up property
 Traffic Stop Visit a detective
 Traffic Collision Visit/release a prisoner
 Made a report at the police station Witness at a police investigation
 Other _____

4. What would you like to commend about the employee's performance? (use reverse side if needed)

OPTIONAL:

Print your Name _____ Signature _____
Address _____ City _____
Telephone Number _____ Zip Code _____