

# Receipt of Police Report Submission

**Date:** [Insert Date]

**Location:** [Insert Police Station Name]

**Report Number:** [Insert Report Number]

**Name of Complainant:** [Insert Full Name]

**Contact Information:** [Insert Phone Number and/or Email]

**Description of Incident:**

[Insert Brief Description of Incident]

Thank you for submitting your report. A copy of this receipt has been provided for your records.

For any further inquiries, please contact the police department at [Insert Contact Information].

Sincerely,

[Insert Name of Officer]

[Insert Rank] - [Insert Police Department]