| **Operator Details (Must have witnessed the incident)** | | | | | | | | | | | | | | | | | | | | | | | | | | | | I hereby acknowledge that this statement is true and correct and I make it in the belief that a person making a false statement in the circumstances is liable to the penalties of perjury.  …………………………………………………………………………………………….. **[Do NOT sign unless police member can witness your signature]** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **First name** | | |  | | | | | | | | **Last name** | | | |  | | | | | | **DOB** | | | | |  | |
| **Address** | | |  | | | | | | | | | | | | | | | | | | **Phone** | | | | |  | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Service Station Details (Where incident happened)** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Trading name** | | | | | | |  | | | | | | | | | | | | | | **Phone** | | | | |  | |
| **Location address** | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| **Owners name** | | | | | | |  | | | |  | | | |  | | | |  | | **Phone** | | | | |  | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Details of the Fuel taken** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Type (circle)** | | | *Unleaded* | | | | *Premium* | | | | *LPG* | | | | *Diesel* | | | | *LPR* | | **Other** | | | | |  | |
| **Pump Nbr** | | |  | | | | **Value $** | | | |  | | | | **Amount** | | | | *Litres* | | | | | | |  | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Describe the Vehicle involved** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Rego** | | |  | | | | **Make** | | | |  | | | **Model** | | | | |  | | **Colour** | | | | |  | |
| **Body type** | | |  | | | | **Year** | | | |  | | | **Any other distinguishing features (insert below)** | | | | | | | | | | | | | |
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|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Describe the person/s involved** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Sex** | **Age** | **Ethnic appearance** | | | | **Seat**  **Posn** | | **Height** | | | | **Build** | | | | **Hair colour** | | | **Clothing description** | | | | | | **Other features** | | |
|  |  |  | | | |  | |  | | | |  | | | |  | | |  | | | | | |  | | |
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| **Describe what happened** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Day (circle)** | | | *Monday* | | *Tuesday* | | | | *Wednesday* | | | | *Thursday* | | | | *Friday* | | | | | *Saturday* | | | | | *Sunday* |
| **Incident date** | | | | | | | / 20 | | | | | | | | **Incident time** | | | | | | | am / pm | | | | | |
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|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | Acknowledgement made and signature witnessed by me at on / / at am/pm.  Rank number |
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| **Details of initial report to police by operator** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Name** | | |  | | | | | | | **Rank** | | | |  | | | | | | **Number** | | | |  | | | |
| **Station** | | |  | | | | | | | | | | | | | | | | | **Date** | | | |  | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **CCTV Details (Must be copied and provided to police in ALL cases)** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **CCTV has been copied?** | | | | | | | | | | | | | | | | | | | | | | | | | | Yes / No | |
| **Name of person who copied the CCTV** | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| **Do police need special software to view the CCTV footage** | | | | | | | | | | | | | | | | | | | | | | | | | | Yes / No | |
| **Copy of receipt of sale (voided) printed** | | | | | | | | | | | | | | | | | | | | | | | | | | Yes / No | |
| **CCTV collected?** | | | | Yes / No | | | **By member** | | | | |  | | | | | | **Date & time** | | | | | / /20 at | | | | |
| **POLICE STATION USE ONLY**  LEAP Incident Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Investigators Reg number: \_\_\_\_\_\_\_\_\_\_\_\_  IR ref (if civil matter): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Members submitting nbr: \_\_\_\_\_\_\_\_\_\_\_\_  CCTV Register number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  PALM or Property number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date received by police: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Receiving members Reg Nbr: \_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | | | | | | | |