| **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)** |
|  |
|  |
| **Describe the person/s involved** |
|  |
| **Sex** | **Age** | **Ethnic appearance** | **Seat****Posn** | **Height** | **Build** | **Hair colour** | **Clothing description** | **Other features** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |
| **Describe what happened** |
| **Day (circle)** | *Monday* | *Tuesday* | *Wednesday* | *Thursday* | *Friday* | *Saturday* | *Sunday* |
| **Incident date** |  / 20 | **Incident time** |  am / pm |
|  |
|  |
|  |
|  |
|  |
|  | Acknowledgement made and signature witnessed by me at on / / at am/pm.Rank number |
|  |
|  |
|  |
|  |
|  |
| **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: \_\_\_\_\_\_\_\_\_\_\_\_ |