

## Reporting a Crime

Emergency – Crime in Progress 9-1-1  
Non-Emergency – 780-423-4567

1. **Stay Calm**
2. **State the problem** – I want to report a....
  - a) Example:
    - ⇒ a burglary in progress (explain why briefly) or just that a burglary has occurred.
    - ⇒ a suspicious person (explain why)
    - ⇒ an auto theft has occurred or in progress
    - ⇒ An accident...a fire....etc.
  - b) Address of where the emergency is occurring. Remember to give full address, i.e., East, South, West, etc...and the nearest cross street.
  - c) The name, address and telephone number you are calling from.
3. **Let the police operator control the conversation. Answer all questions to insure best response.**
  - a) If you wish to remain anonymous, please give the above information and make your request to be anonymous. Tell the operator that if the police need more information, they can call you by telephone later.
  - b) Do not hang up, stay on the telephone until you know the police have arrived at the crime scene or the operator tells you to hang up.

## Be Aware!

Don't assume that someone else has called the police. If a crime occurs in your neighbourhood, report it immediately. Only about half of all crimes are ever reported, and a five minute delay means the chance of catching the criminal drops by 65%.



It is better to receive several calls about a crime that is happening than none at all!



Help make your community a safer place to live! Join Neighbourhood Watch and help prevent crime.

For information on joining, contact us:

The Edmonton Neighbourhood Watch  
Program Society  
9620 103A Avenue  
Edmonton, AB T5H 0H7

Phone (780) 421-3428  
Fax (780) 421-2341  
Email: [watch@tera-byte.com](mailto:watch@tera-byte.com)  
Website: [www.watch.edmonton.ab.ca](http://www.watch.edmonton.ab.ca)

## Crime Reporting

Emergency Call 9-1-1  
Non Emergency 780-423-4567



Edmonton Neighbourhood Watch

## Description of Suspect



Sex	Height
Race	Weight
Age	Complexion
Hair length/ colour	Hat (colour/type)
Glasses (type)	Tie
Tattoos/Scars/Marks	Coat
Facial Hair	Shirt
Type Weapon	Pants/Shoes

Use this space to write down any specific description details you remember.

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## Facial Appearance

Skin/Hair colour  
Wrinkles  
Shape of eyebrow  
Size & Shape of eye  
Mouth & Lips  
Moustache or beard  
Hair Style  
Hair Texture  
Ear size and shape  
Shape of nose  
Cheeks (full or sunken)  
Neck & adam's apple



Write below specific facial details that you definitely remember.

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What did the suspect say?

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Tools or weapon seen.

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## Auto Description Guide



Colour \_\_\_\_\_

Make \_\_\_\_\_

Model \_\_\_\_\_

License Number \_\_\_\_\_

Body Style \_\_\_\_\_

Damage/Rust \_\_\_\_\_

Antenna \_\_\_\_\_

Bumper Sticker \_\_\_\_\_

Wheel Covers \_\_\_\_\_

Direction of Travel \_\_\_\_\_