

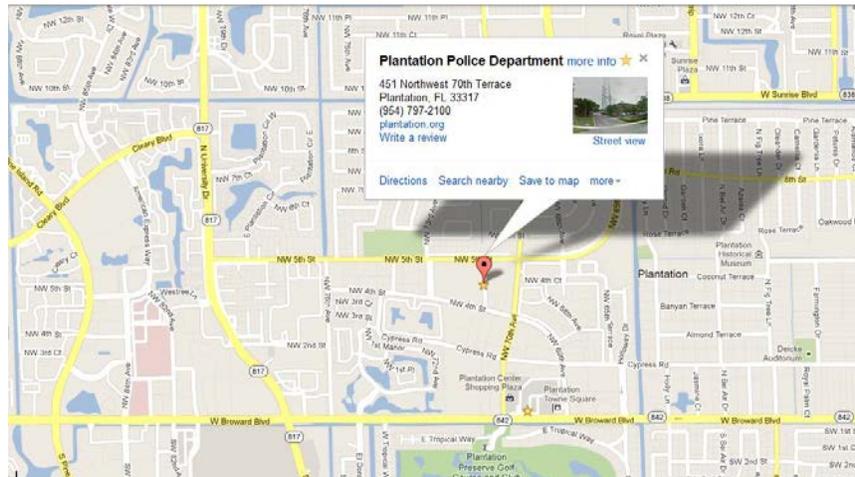
## Frequently Asked Questions (FAQs)

**Question: What should I do if this Citizens Online Police Reporting System is not right for me?**

- **If you have an EMERGENCY, Call 911!**
- If the incident is a non-emergency, call the Plantation Police Department, 954-797-2100.
- Review the FAQs questions and answers on this page for more information.

**Question: What if the information I want to report is not an emergency, and I could fill out an Online Citizens Incident Report -- but I would rather provide the information directly to the Plantation Police Department?**

- Call the Plantation Police Department non-emergency phone number, 954-797-2100. A Plantation Police Officer or Community Service Aide **may** be dispatched to assist you.
- Visit the Plantation Police Department, 451 NW 70<sup>th</sup> Terrace, Plantation, FL 33317, and report the incident.



**Question: Will the information I provide to the Plantation Police Department using this System be confidential?**

If you choose to provide your personal information – **including your name, address, phone numbers and email** – through the Plantation Police Department Citizens Online Police Reporting System, it becomes part of a public record under Florida's Government in the Sunshine Laws. All records of the Plantation Police Department are open for public inspection, copying, and disclosure, subject to certain statutory exemptions (Florida Statutes, Chapter 119.)

**If you do not want your personal information released in response to a public records request, DO NOT use this Citizens Online Incident Reporting System.**

**Question: What should I do if I want to report something, but I am not 18 years old?**

Discuss this incident with your parent, guardian, teacher, or another adult and ask them to contact the Plantation Police Department on your behalf.

**Question: Why do I have to provide my email address to the Plantation Police Department?**

We ask for your email address so that we can immediately send you an Incident Tracking Number for your follow-up. Using your email address, we will also be able to send you an official Plantation Police Incident Number, indicating that your report has been received, approved, and is available in final format for your printing and use.

**Question: What happens after I finish completing all the information necessary for an Online Incident Report?**

- You will see the on-screen words, "Your Report Has Been Submitted."
- You will be able to View and Print a **temporary** copy of the police report for your reference.
- You will be provided an Incident Tracking Number for follow-up.
- Within a few days -- after your submission has been reviewed and approved -- you will receive an email advising you that a copy of your final report is available.

**Question: How can I obtain an official copy of the information that I submitted using the Citizens Online Police Reporting System?**

Visit the Plantation Police Department, 451 NW 70th Terrace, Plantation (see map above), during normal business hours, Monday through Friday, from 8:00am to 5:00pm. Official copies of police reports are normally available within five business days, and you can obtain a copy of your report at a fee of \$0.15 per page.

**Question: What if I want to report something that occurred outside the City of Plantation?**

- Contact the police department or sheriff's office in the city where the incident occurred.
- Contact the nearest Station of the [Florida Highway Patrol](#) if the incident happened on a State highway.
- Contact county, state, or federal agencies, if appropriate.

**Question: What is a known suspect?**

A known suspect is someone you or another person can identify as being involved in the incident. A known suspect may also be identified by where they live, work, or go to school, or by the vehicle they drive.

**Question: What are firearms or other weapons?**

Examples of firearms include handguns, automatic pistols, rifles and shotguns. Other weapons may include knives, bows and arrows, baseball bats, tools, or other objects which can be used to harm someone.

**Question: What is evidence?**

Examples of evidence include fingerprints, blood, identification documents, bank statements or credit card receipts, and other personal objects (such as clothing or personal possessions).

**Question: What if I have other questions about the Citizens Online Police Reporting System?**

Contact the **Records Division** of the Plantation Police Department during normal business hours, Monday through Friday, from 8:00am to 5:00pm, **telephone 954-797-2107**.