



# Sour Lake Police Department

625 Highway 105 West  
 Sour Lake, Texas 77659  
 Phone: 409-287-3574  
 Fax: 409-287-2800

## Compliment an Employee

<b>Last Name:</b>	<b>First Name:</b>	<b>MI:</b>	<b>Home Phone #:</b>	<b>Cell Phone #:</b>
<b>Mailing Address:</b>	<b>City:</b>	<b>State:</b>	<b>Zip:</b>	<b>Email Address:</b>
<b>Date of Incident:</b>	<b>Location of Incident:</b>			
<b>Time of Incident:</b>	<b>Report Number of Incident:</b>		<b>Citation Number:</b>	
<b>Name of Involved Employees</b>		<b>Badge #</b>	<b>How Involved?</b>	
1.				
2.				
3.				

### Comments

Please use this space to document any additional information regarding this incident

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Use additional sheet if necessary

Your comments will be forwarded through the employee's chain of command and be reviewed by the Office of the Chief of Police. After the review, a copy of your comments will be placed in the employee's personnel file and the original document provided to the employee.