

**CITIZEN'S INFORMATION NOTICE**

MNPD, 200 James Robertson Pkwy, Nashville, Tennessee, 37201  
 MPD Form 146 CALEA 55.2.3 Rev. 05/09

Reporting Officer's Name (Print)		Employee No.	
Case/Complaint No.	Date	Time	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.

- A report of your incident has been completed.  
 For a copy of the report, please either come by in person seventy –two hours after completion of the report, or contact the Records Division of the department at 862-7631 about obtaining a copy of the report. A charge per copy is required.
- I was not able to complete a report, please call 862-8600 if a report is required.

**If you have been a victim of crime, you may have certain constitutional rights. These rights may help you better understand what will happen to your case.**

To preserve and protect the rights of victims of crime to justice and due process, victims shall be entitled to the following basic rights:

- The right to confer with the prosecution.
- The right to be free from intimidation, harassment and abuse throughout the criminal justice system.
- The right to be present at all proceedings where the defendant has the right to be present.
- The right to be heard, when relevant, at all critical stages of the criminal justice process as defined by the General Assembly.
- The right to be informed of all proceedings, and of the release, transfer or escape of the accused or convicted person.
- The right to a speedy trial or disposition and a prompt and final conclusion of the case after the conviction or sentence.
- The right to restitution from the offender.
- The right to be informed of each of the rights established for victims.

**-Procedural Steps Involved in a Criminal Prosecution-**

Criminal prosecution governs the arrest, charging, and trial of accused criminals; and the sentencing of those convicted (found guilty of a crime). It also regulates the convicted person's

possible appeal for review of the trial court's decision. Procedural steps may include any or all of the following: probable cause hearing and issuance of a warrant, preliminary hearing, and investigation by a grand jury, indictment or presentment, and trial and verdict.

For additional information, contact the Office of the District Attorney @ 862-5500.

**DAVIDSON COUNTY AGENCIES AVAILABLE TO HELP YOU**

Call **911** if you are calling about a police, fire, or medical emergency.  
 Metropolitan Police Department non-emergency number: **862-8600**

**To find out about counseling/crisis intervention services:**

Victim Intervention Program.....862-7887

**For shelter services call:**

YWCA Domestic Violence Program..... 242-1199

Morningstar Sanctuary D.V. Program.....860-0003

Ujima House.....227-0902

**To find out about your court date and time:**

Criminal Court Clerk's Office.....862-5601

**To find out if someone is released:**

Davidson County Sheriff's Office.....862-8123

VINE PROGRAM.....1-800-456-3202

**For orders of protection information:**

MNPD Domestic Violence Division..... 880-3000

Legal Aid Society of Middle Tennessee....244-6610

**To get Victim's Compensation Information**.....741-2734

**District Attorney's Office**.....862-5500

**Victim Witness Services**.....862-5500

**- Victims of Domestic Violence-**

If you are the victim of domestic violence, you can ask the District Attorney General to file a criminal complaint. You also have the right to go to the court having jurisdiction over domestic relations and file a petition requesting an order for protection from domestic abuse, which could include the following:

- An order restraining the abuser from further acts of abuse;
- An order directing the abuser to leave your household;
- An order preventing the abuser from harassing you or coming about you for any reason
- An order awarding you or the other parent custody or visitation with your minor child or children; and/or
- An order directing the abuser to pay support to you and the minor children if the abuser has a legal obligation to do so.

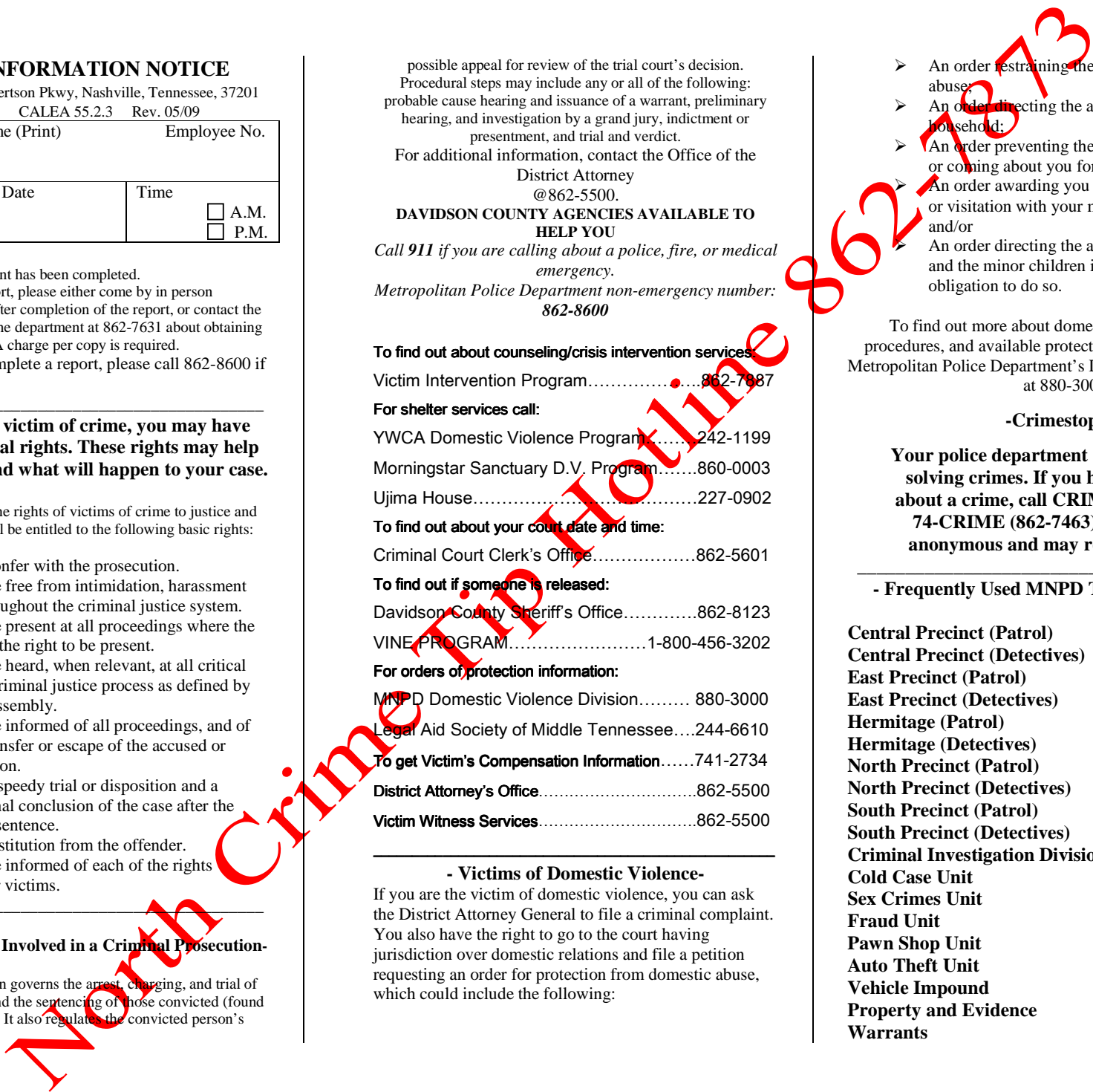
To find out more about domestic violence services, procedures, and available protection resources, contact the Metropolitan Police Department's Domestic Violence Division at 880-3000.

**-Crimestoppers-**

**Your police department needs your help in solving crimes. If you have information about a crime, call CRIMESTOPPERS at 74-CRIME (862-7463). You'll remain anonymous and may receive a reward.**

**- Frequently Used MNPD Telephone Numbers-**

<b>Central Precinct (Patrol)</b>	<b>862-7611</b>
<b>Central Precinct (Detectives)</b>	<b>862-7044</b>
<b>East Precinct (Patrol)</b>	<b>862-7600</b>
<b>East Precinct (Detectives)</b>	<b>862-7525</b>
<b>Hermitage (Patrol)</b>	<b>880-1776</b>
<b>Hermitage (Detectives)</b>	<b>862-6993</b>
<b>North Precinct (Patrol)</b>	<b>862-4410</b>
<b>North Precinct (Detectives)</b>	<b>862-7901</b>
<b>South Precinct (Patrol)</b>	<b>862-7744</b>
<b>South Precinct (Detectives)</b>	<b>862-7763</b>
<b>Criminal Investigation Division</b>	<b>862-7560</b>
<b>Cold Case Unit</b>	<b>862-7550</b>
<b>Sex Crimes Unit</b>	<b>862-7540</b>
<b>Fraud Unit</b>	<b>862-7594</b>
<b>Pawn Shop Unit</b>	<b>862-7506</b>
<b>Auto Theft Unit</b>	<b>862-7612</b>
<b>Vehicle Impound</b>	<b>862-7800</b>
<b>Property and Evidence</b>	<b>862-7750</b>
<b>Warrants</b>	<b>862-7683</b>



**Fugitives Unit** 862-7348  
**Special Investigations Division** 782-3301  
**Narcotics/Drugs/Terrorism** 782-3301  
**Traffic Section** 862-7729  
**Office of Professional Accountability** 862-7322  
**NORTH CRIME TIP HOTLINE** 862-7873

**Area Hospitals**

**Baptist Hospital** 284-5288  
**Centennial Medical Center** 342-1000  
**General Hospital** 341-1000  
**Saint Thomas Hospital** 222-2111  
**Skyline Hospital** 769-2000  
**Southern Hills Medical Center** 781-4000  
**Summit Medical Center** 316-3000  
**Vanderbilt Hospital** 322-5000  
**Tennessee Christian Medical Center** 865-0300

**Metropolitan Nashville Police Department**

Dear Sir or Madam

If you are receiving this notice, you may have been the unfortunate victim of a crime or perhaps you lost your wallet or misplaced your purse. In any event your credit cards, checks and perhaps even your identity may have been compromised. Below you will find several key ways to protect yourself from further victimization due to identity theft or fraud.

- First, contact all of your credit card companies and tell them what happened. The phone numbers are conveniently located on the back of the card, or a family member or responsible person may have a copy. If not, there are toll free numbers located on your monthly

statement. A good place to store numbers for future reference would be in your cell phone. There are also Registration Services that you can use that will make all of the notifications for you with one phone call. There is usually a small fee for this type service.

- Contact one of the three major credit reporting bureaus. They are as follows:

**TransUnion** 800-680-7289  
**Equifax** 800-525-6285  
**Experian** 888-397-3742

**Websites for the credit reporting bureaus**

[www.transunion.com](http://www.transunion.com)  
[www.equifax.com](http://www.equifax.com)  
[www.experian.com](http://www.experian.com)

Once one of the credit reporting bureaus has received the information, it will automatically be sent to the other credit reporting bureaus.

- Contact the Federal Trade Commission (FTC) at 877-FTC-HELP or go online at [www.ftc.gov/idtheft/filing\\_complaintwftc.html](http://www.ftc.gov/idtheft/filing_complaintwftc.html)
- Contact your bank and let them know if any checks have been stolen and their respective numbers. They should close the account down immediately and place an alert in their system should someone try to reorder checks on that closed account.
- Notify the U.S. Postal Service of what has happened, so that they can also put an alert on your address in case someone attempts to circumvent your identity.

**Below you will find a quick example to let you know what to expect and how to navigate the respective websites.**

When you contact one of the three major credit reporting bureaus via their website you will find several different options. For example, if you contact TransUnion you can go to the right side of their web page and click on Fraud. From there you can go to the FVAD seven step program to assist you in restoring your credit if needed.

The rest of the websites are easy to navigate. Please have your social security number and a little patience when using these programs. Once you have completed the process, you should check your credit report on or at least on an annual basis. This will be easier and more economical to do due to the Fact Act Transition Rollout Schedule. People who live in the phase three segment, Tennessee included, will be able to get theirs starting June 2005. You can go to their website at [www.annualcreditreport.com](http://www.annualcreditreport.com) for more specific instructions.



The Metropolitan Nashville Police Department is a nationally accredited law enforcement agency.

**Make a Difference every Day**

For Information On Becoming A Metro Police Officer- Call **615-862-7341**

**The Following are Crime Prevention Tips and advice in the unfortunate instance that you are again a victim of crime:**

- Do not leave items of value in plain sight in your vehicle. Secure items of value in the trunk of your vehicle or out of sight. Park in a well lit area and be ware of your surroundings.
- Never carry your social security card in your wallet. Do not have your social security number, telephone number, or drivers license number on your personal checks. If the information is needed, it can be included manually.
- Never take all of your credit cards with you. Bring only those you will need for the day.
- Keep all of your identifying numbers of personal property in an accessible location (serial numbers, make and model numbers, descriptions of your property, etc.).
- Take the time to engrave or mark your personal property. In the event that it is stolen and recovered, it will assist us in getting property back to you.
- Do not leave your keys in your vehicle, or leave your vehicle running and unattended.

