



Hawaiian Humane Society
People for animals. Animals for people.

Citizen Complaint Form

Read and fill out this form completely so that we have as much information as possible to better serve you.

If you are reporting a loose dog, dog bite, barking dog, animal cruelty/neglect, abandoned animal, or responding to a letter from us, include the **date, time, and location of the incident**, description of the animal(s) involved, and name/address of the owner/person of concern. In some cases we may require two witness statements so it is important to be specific. Fill in your case number (if you have one) and/or attach the letter you received in the mail from us when responding.

Please describe the animal in detail. If you know the breed of the dog, make note of this on the form. If unknown, indicate:

- type of coat (long, short, curly)
- size (small, medium, large)
- approximate weight
- color
- age (if known)
- sex (if know)

Document what the animal was doing and where. We need to know who, what, when and where.

For example:

- **if the dog was loose, where** – be specific and send in a photo if possible
- **if the animal bit you or your pet** – include type of injuries/location of injuries
- **barking time** – be specific such as *began at 5am and continuously until 6:30 am*
- **for cruelty/neglect/abandonment** – include how long conditions have been observed
- **include date, time and location of the violation**

Your complaint will be **kept confidential** unless the matter goes to court in which case the owner of the animal, prosecutor and judge will have access to you statement.

Mail completed form to:

Field Services Department

Attn.: Officer: _____ (leave blank if unknown)

Hawaiian Humane Society
2700 Waialae Avenue
Honolulu, HI 96826



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Are you the: Complainant Witness Victim Animal Owner/Keeper Responding to complaint

Name: _____

Address: _____ City: _____ Zip: _____

Home Phone: _____ Business Phone: _____ Cell Phone: _____

Type of incident: Loose Dog Animal Bite Barking Dog Animal Cruelty/Neglect
 Animal Abandonment Other (specify) _____

Animal Owner (if known): _____

Owner's Address _____ City: _____ Zip: _____

Animal Description (type of coat, size, breed, approximate weight, color, age, etc.):

Incident Date: _____ Incident Time: _____

Incident Location: _____

HPD report filed: Yes No Report No.: _____

Are you willing to appear in court if necessary? Yes No

Was the animal teased or provoked? Yes No

Was a person trespassing or threatening to trespass? Yes No

Was the animal making noise continuously for 10 minutes? Yes No

Was the animal making noise intermittently for a half-hour or more? Yes No

This has been prepared by: Myself Other (name) _____

I declare under penalty of law that my responses and statements in this form are true and correct.

 Signature

 Date

 Time

CASE # _____

