

Date: _____

ALCOHOLIC BEVERAGE SALES PREMISES COMPLAINT LETTER

Dear Neighborhood Services Coordinator:

I am writing to complain about the following alcoholic beverage sales establishment: (name) _____, located at (address) _____ in Oakland, California.

I have seen the following unlawful and/or nuisance activity at the establishment:

I would like you to share this complaint with the Oakland Police Department and the City Attorney's Office to assist in further investigation; I understand that this complaint is a public record and may be used as evidence if a case were to be brought to against the property.

I am willing to speak further with someone from the City about the information above, and wish to be contacted at (phone/email) _____ .

Sincerely,

(signature)

(Print Name: _____)

*While this complaint may be shared with the police, it is not a substitute for reporting crime to the police department. **Always call 911 for emergencies.** To report non-emergency criminal events at an alcoholic beverage sales establishment call the OPD's Alcohol Beverage Action Team hotline at 777-8680 and the state Alcohol Beverage Control hotline at 622-4970.*