



SACRAMENTO POLICE DEPARTMENT DESCRIPTION PAGES



Providing an accurate description:

A good description of a suspect/suspicious person or a suspicious vehicle is vital for patrol officers who are responding to a report of a crime in progress or that had just occurred. When you call the police, the dispatcher may ask you a number of questions. Please stay on the line and try to answer all the questions as accurately as you can. If you do not recall a detail, tell the dispatcher you cannot remember and do not try to guess. Inaccurate information may throw off a responding officer.

SUSPECT DESCRIPTION FORM			
			
Do not compare or discuss suspect description(s) with anyone until you have given it to a police officer or police detective. Case # _____			
Sex: Male ☐ Female ☐			
Age: _____ Height: _____ Weight: _____			
1. BUILD	2. HAIR	3. HAIR COLOR	4. FOREHEAD
Slender ☐ Medium ☐ Heavy ☐ Fat ☐ Plump ☐	None ☐ Long ☐ Short ☐ Curly ☐ Wavy ☐ Straight ☐ Other ☐	Black ☐ Brown ☐ Light Brown ☐ Blonde ☐ Red ☐ Gray ☐ Other ☐	Small ☐ Large ☐ Scars ☐ Other ☐
5. EYEBROWS	6. EYE SHAPE	7. EYE COLOR	8. CHEEKS
Thick ☐ Barely ☐ Thin ☐ Arched ☐ Pinched ☐ One brow ☐	Almond ☐ Round ☐ Small ☐ Dark Circles ☐ Bags ☐ Wrinkled Corner ☐ Heavy Lids ☐	Brown ☐ Dark Brown ☐ Hazel ☐ Gray ☐ Green ☐ Blue ☐ Bright Blue ☐	High Cheekbones ☐ Flat Cheekbones ☐ Dimpled ☐ Gummy ☐ Puckered ☐ Freckles ☐ Hollow ☐
9. NOSE	10. LIPS	11. MOUTH	12. TEETH
Long ☐ Hooked ☐ Straight ☐ Pugish ☐	Thin ☐ Full ☐ Thin ☐ No Upper Lip ☐	Small ☐ Large ☐ Wide ☐ Bow-shaped ☐	Even/Teased ☐ Gap ☐ Crooked ☐ Large ☐ Small ☐ Missing Teeth ☐
13. CHIN			
Chin ☐ Dimpled ☐ No chin ☐ Pointed ☐ Square ☐ Long ☐			

SUSPECT DESCRIPTION FORM (continued)			
14. FACE SHAPE	15. SKIN	16. FACIAL HAIR	17. NECK
Oval ☐ Square ☐ Diamond ☐ Thin ☐ Long ☐ Fat ☐ Wide ☐	Tan ☐ Pale ☐ Healthy ☐ Freckled ☐ Moles ☐ Acne ☐ Blemish ☐	Clean-shaven ☐ Mustache ☐ Sulphur ☐ Beard ☐ Goatee ☐ Stubble ☐	Thin ☐ Long neck ☐ Short neck ☐ Adam's Apple ☐ No neck/Thick ☐ Throaty ☐ Other ☐
18. SCARS / TATTOOS	19. HANDS / FINGERS		
Describe: _____	Long Fingers ☐ Short Fingers ☐ Ring ☐ Wash ☐ Scars on hand ☐ Describe: _____		
20. CLOTHING DESCRIPTION			
HAT (Wet cap, Baseball, Cowboy, etc.) _____			
GLASSES (Sunglasses, Tinted, White, opaque, Dark) _____			
COAT (Trench Coat, M-Jackets, Raincoat, Leather, Windbreaker, Sport, etc.) _____			
SHIRT (Long-sleeved, Short-sleeved, Tank top, T-shirt, Button-up, Pullover, Hooded) _____			
PANTS (Sweatpants, Jeans, Shorts, Skirt) _____			
BELT (Leather, Buckle, Gold/Steel, Cloth, Logo) _____			
SHOES (Loafer/Running, Sneakers, Sandals, Dress) _____			
SOCKS (Color or Color) _____			
GLOVES (Leather, Knit, Color) _____			
JEWELRY (Watch, Bangle(s), Locket, Diamond, Hoop, Necklace, Chain, Gold/Silver) _____			
MASK (Old mask, Other/Color) _____			
CLOTHING NOTES _____			

SACRAMENTO POLICE DEPARTMENT VEHICLE DESCRIPTION FORM	
	
Color: _____	
Year: _____	
Make: _____	
Model: _____	
License plate: _____	
State of license: _____	
Direction of travel: _____	
Time elapsed: _____	
Bumper stickers: _____	
Body damage: _____	
Tinted windows: _____	
Unique characteristics: _____	

Using the forms:

These forms will help you document a complete and accurate description in an emergency. Please take the time to review these pages and familiarize yourself with the information needed to provide a good description to police. Make copies for yourself and your neighbors to have available in you witness a crime or suspicious activity. An accurate description of a vehicle or person can make the difference between catching the culprit or allowing a criminal to evade arrest.

Call police immediately and use the forms to help provide accurate information or fill out the forms while the officers are on their way.

**PLEASE CALL THE POLICE DEPARTMENT BEFORE FILLING OUT THIS FORM.
TIME IS OF THE ESSENCE!**



SUSPECT DESCRIPTION FORM



Do not compare or discuss suspect description(s) with anyone until you have given it to a police officer or police detective. Case #: _____

Sex: Male ☐ Female ☐

Race: _____ Age: _____ Height: _____ Weight: _____

1. BUILD	2. HAIR	3. HAIR COLOR	4. FOREHEAD
Slender ☐	None ☐	Black ☐	Small ☐
Medium ☐	Long ☐	Brown ☐	Large ☐
Heavy ☐	Short ☐	Lt. Brown ☐	Lines ☐
Fat ☐	Curly ☐	Blonde ☐	Scars ☐
Muscular ☐	Wavy ☐	Red ☐	Other: _____
	Straight ☐	Grey ☐	
	Dirty ☐	Other: _____	
	Oily ☐		

5. EYEBROWS	6. EYE SHAPE	7. EYE COLOR	8. CHEEKS	9. NOSE
Thick ☐	Almond ☐	Brown ☐	High Cheekbones ☐	Long ☐
Bushy ☐	Round ☐	Dark Brown ☐	Fat Cheekbones ☐	Hooked ☐
Thin ☐	Small ☐	Hazel ☐	Dimples ☐	Crooked ☐
Arched ☐	Dark Circles ☐	Grey ☐	Fat Cheeks ☐	"Broken" ☐
Plucked ☐	Bags ☐	Green ☐	Pock Marks ☐	Wide ☐
One brow ☐	Wrinkled Corner ☐	Blue ☐	Pimples ☐	Flat ☐
	Heavy Lids ☐	Bright Blue ☐	Freckles ☐	Pugged ☐
			Hollow ☐	

10. LIPS	11. MOUTH	12. TEETH	13. CHIN
Hare lip ☐	Small ☐	Yellow/Stained ☐	Cleft ☐
Full ☐	Large ☐	Gaps ☐	Dimpled ☐
Thin ☐	Wide ☐	Crooked ☐	"No chin" ☐
No Upper Lip ☐	Bow-shaped ☐	Large ☐	Pointed ☐
		Small ☐	Double ☐
		Braces ☐	Round ☐
		Missing Teeth ☐	Square ☐
			Long ☐



SUSPECT DESCRIPTION FORM (continued)



14. FACE SHAPE	15. SKIN	16. FACIAL HAIR	17. NECK
Oval ☐	Tan ☐	Clean-shaven ☐	Tan line ☐
Square ☐	Pale ☐	Moustache ☐	Long neck ☐
Diamond ☐	Healthy ☐	Sideburns ☐	Short neck ☐
Thin ☐	Freckled ☐	Beard ☐	Adam's Apple ☐
Long ☐	Moles ☐	Goatee ☐	No neck/Thick ☐
Fat ☐	Acne ☐	Stubble ☐	Hairy ☐
Wide ☐	Rough ☐		Dirty ☐

18. SCARS / TATTOOS	19. HANDS / NAILS
Describe: _____	Long fingers ☐
_____	Short fingers ☐
_____	Ring ☐
_____	Watch ☐
_____	Scars on hand ☐
_____	Describe: _____
_____	_____
_____	Dirty nails ☐
_____	Long nails ☐
_____	Chipped nails ☐
_____	Painted nails ☐
	Color: _____

20. CLOTHING DESCRIPTION

HAT (Knit cap, Baseball, Cowboy, etc.): _____

GLASSES (Sunglasses, Tinted, Wire-rimmed, Dark): _____

COAT (Trenchcoat, Ski-jacket, Raincoat, Leather, Windbreaker, Sports-team): _____

SHIRT (Long-sleeved, Short-sleeved, Tank top, T-shirt, Button-up, Pullover, Hooded): _____

PANTS (Sweatpants, Jeans, Shorts, Slacks): _____

BELT (Leather, Buckle: Gold/Silver, Cloth, Logo): _____

SHOES (Logo/Running, Boots, Sandals, Dress): _____

SOCKS (None or Color): _____

GLOVES (Leather, Knit, Color): _____

JEWELRY (Watch, Earring(s) L/R ear, Diamond, Hoop) **NECKLACE** (Chain, Gold/Silver): _____

MASK (Ski mask, Other/Color): _____

CLOTHING NOTES: _____



SACRAMENTO POLICE DEPARTMENT VEHICLE DESCRIPTION FORM



Color:
Year:
Make:
Model:
License plate:
State of license:
Direction of travel:
Time elapsed:
Bumper stickers:
Body damage:
Tinted windows:
Unique characteristics: