

# How to report a crime

*Don't wait!*

## Report it as soon as possible

If you are the victim of a crime that occurred in the Longview city limits, please report it as soon as possible – not hours, days or weeks later.

Please do not call a friend in the police department to report the crime.

If it's a crime in progress and the suspect is still on scene or nearby, immediately call 911.

## Non-emergency assistance

If it's a non-emergency and the crime is not in progress, call 577-3098. This number will get you directly into the dispatch center, which is much quicker and more efficient than calling the Longview Police Department's business number.

You can call the non-emergency number 24-7, not just during regular business hours.

## Descriptions are important

If you have suspect information, please write down a description of the person starting with the basics: male or female, race or skin tone, approximate height, weight and age. It really helps if you can provide a clothing description of a suspect.

If the suspect was in a vehicle, do your best to get a license plate number. It helps if you can provide color, make and model, such as late 90s Ford Mustang. If you're not familiar with vehicle makes and

models, at least say if it's a 2-door or 4-door sedan, a station wagon, an SUV, a truck or a van.

Let the dispatcher know in which direction the vehicle left. If you're not good with north, south, west and east, use landmarks to indicate where the vehicle went. For example, the car left City Hall and went toward the 15<sup>th</sup> Avenue Safeway.

Use the information on the back of this flier to help identify a suspect or vehicle.

## Crime Prevention & Block Watch

If you would like crime prevention tips or would like to start a Block Watch in your Longview neighborhood, please contact the community service officer/community liaison at the Highlands Satellite Office. You can call 442-5857, or send an e-mail to [satellite.office@mylongview.com](mailto:satellite.office@mylongview.com).

## Community safety is a shared responsibility.

Longview Police Department  
1351 Hudson Street  
Longview, WA 98632  
360.442.5800, emergencies 9-1-1  
Non-emergency 360.577.3098

Highlands Police Satellite Office  
216 30th Avenue  
Longview, WA 98632  
360.442.5857



Community safety is a shared responsibility.



# Helping identify a suspect

Emergency 9-1-1

Non-emergency 577-3098

Sex:  Male  Female  
Age \_\_\_\_\_  
Height \_\_\_\_\_  
Weight \_\_\_\_\_  
Race \_\_\_\_\_  
Hair color \_\_\_\_\_  
Hair style \_\_\_\_\_  
Eye color \_\_\_\_\_  
Glasses?  Yes  No \_\_\_\_\_  
Complexion (ruddy, tan, etc.) \_\_\_\_\_  
Acne?  Yes  No \_\_\_\_\_  
Scars?  Yes  No \_\_\_\_\_  
Tattoos  Yes  No \_\_\_\_\_  
Hat?  Yes  No \_\_\_\_\_  
Hat color \_\_\_\_\_  
Words on hat \_\_\_\_\_  
Jewelry \_\_\_\_\_  
Tie or scarf \_\_\_\_\_  
Coat/jacket \_\_\_\_\_  
Shirt \_\_\_\_\_  
Pants \_\_\_\_\_  
Shoes/boots \_\_\_\_\_  
Other \_\_\_\_\_



# Helping identify a vehicle

Emergency 9-1-1

Non-emergency 577-3098

License plate number \_\_\_\_\_  
Make \_\_\_\_\_  
Model \_\_\_\_\_  
Color \_\_\_\_\_  
Damage \_\_\_\_\_  
Driver description \_\_\_\_\_  
Direction of travel \_\_\_\_\_

