General Questions:

How do I report a crime?

- o To report a crime, dial 911. Using our e911 system ensures your call for assistance is logged properly and the correct agency is dispatched to you in a timely manner.

- **Where can I get a copy of an incident or accident report?**

  - o All report produced by the Locust Grove Police Department can be picked up at the Police Department Headquarters located at 79 Frances Ward Dr between the hours of 8:00 AM and 5:00 PM, Monday through Friday. If you have any questions about getting a copy of a report you can call (770) 957-7055.

- **How can I pay my fine?**

  - o Fines can be paid by cash, money order, credit or debit cards. Fines are accepted Monday through Friday from 8:00 Am to 4:00 PM the day prior to your schedule court appearance. If your fine is not paid prior to the day before your court date you must appear in court. Unfortunately the City of Locust Grove does not have the ability to accept payments online at this time. Credit / Debit payments cannot be accepted over the phone.

- **I have a Doctor's appointment on my court date, can I reschedule?**

  - o You are allowed one (1) continuance without an attorney. Your court will be reset to the next scheduled court date. If after the first continuance you still need to reschedule an Attorney must submit filings of representation and a conflict letter. Contact the Locust Grove Court Services about a continuance at (770) 957-7055.

- **How can I prevent a Crime?**

  - While it is the Job of all Locust Grove Police personnel to achieve Crime Prevention goals, members of the community can assist the Police Department by being vigilant in their own communities and by establishing Community Watch programs. If you would like assistance with establishing a Community Watch Program contact the Locust Grove Police Department at (770) 957-7055.

- **How do I Report Drug Activity?**

  - You may report drug activity by using the tips link on the main page or by contacting the Flint Circuit Drug Task Force Hotline. If it is an emergency, please call 911.

- **How do I find out if someone is in jail or wanted?**

  - To find out if someone has been arrested by the Locust Grove Police Department and is still in jail, you must contact the Henry County Jail at (770) 228-7100.

- **How do I obtain a Background Check?**

  - The Locust Grove Police Department only performs employment background checks Monday through Friday 8:00 AM to 4:30 PM with a $15.00 fee. All other forms of background checks must go to the Henry County Sherriff's Department.
  - If you require fingerprints to be preformed for your background check you must go to the Henry County Sherriff's Department.

- **How do I report an accident after I have left the scene?**

  - If you are involved with an accident with another vehicle you need to contact the local jurisdiction for which the accident occurred to report the accident. If you found damage from another vehicle to your vehicle after leaving an area, or struck a deer go to the forms section of the menu on the Police Department page and open and print the **Personal Report of Accident form**. Fill out the form and bring it to the Locust Grove Police Department to be placed on File. If you are not sure, contact the Locust Grove Police Department at (770) 957-7055.

Open Records:

- **How long does it take to obtain the results from an Open Records Request?**

  - The length of time varies between each request. The 3 day rule applies to responding to the initial request.

- **How much does an Open Records Request Cost?**

  - The first 15 min are free, after that the cost is determined by the lowest hourly waged person completing the request, plus any materials provided with the request (paper, audio or video supplies).

- **Where do I pick up the information once the request has been completed?**

  - The requested information can be picked up at the Locust Grove Police Department Headquarters located at 79 Frances Ward Dr. Monday thru Friday between the hours of 8:00 Am and 4:30 PM.

- **What types of information are not provided through the Open Records Request?**

  - Criminal Background Checks
  - Warrant Information
  - Open Cases or Juveniles
  - Court Documents
  - Jail Status
  - Personal Information
  - Name or Identification of a rape victim
  - Driver's license and or vehicle registration information
  - Medical record

Identity Theft:

- **What do I need to do to help in my investigation?**

  - Print a copy of the Identity Crime Incident Detail Form (found on main menu under forms) and fill it out completely.
  - Print and Fill out the ID Theft Affidavit (found on the main menu under forms)
  - Keep a detailed phone log of every creditor that you speak to.
  - Request copies of any documents available relating to the accounts in question.

- When all information has been gathered call and schedule an appointment with your investigator assigned the case.

- **What if I know who committed the fraud against me?**

  - If you know who committed the fraud this is vital to prosecution of the crime. You can either provide this information to the investigator assigned to the case or go to the Henry County Magistrate Court and fill out a warrant application. Please have a full name and address for the suspect.

- **Will I get my money back?**

  - Criminal prosecution does not guarantee that your funds will be returned to you. Often times the courts will make restitution a part of sentencing.

- **Will filing a police report remove the fraudulent information from my credit report?**

  - Unfortunately, no. The victim will still have the responsibility of following up with creditors and credit bureaus to remove fraudulent information.

- **If I made a police report, why should I report the crime to the Federal Trade Commission or the Internet Fraud Compliant Center?**

  - These agencies act as a clearinghouse for fraud complaints. They are able to find similarities between complains and link related cases to assist in the investigation and apprehension of suspects.

If you were unable to find answers to your questions here, please contact the Locust Grove Police Department for further assistance at **(770) 957-7055**.