Help us to help you

WHAT	WHEN	WHERE	WHO	WHY
What is happening / has happened?	**When did this happen?**	**Where did it happen?**	**Do you know who is responsible?**	**Is there any reason why this incident has happened?**
• Brief description of the incident	• Is it happening now?	• Area incident occurred	• Names	• How did the incident happen?
• What type of incident?	• Time / Date	• Address	• Dates of Birth if possible	• This could be any extra information that you have around the incident that you have not yet mentioned
• How many people involved?	• If you are not certain please give the best time frame that you can	• Postcode	• How do you know them	
• Any Weapons seen?	• This will again allow the police to assess the most appropriate way of treating your incident	• Description	• Descriptions	
• This will help Police make a quick decision about how to respond to the incident		• 'Near to'	• How many	
		• Street name	• CCTV	
		• Town	• This will give police a good idea of who to look for	
		• Please try to be as exact as possible with the location		