

## The Benefits of Online Police Reports

1. Filing online police reports is convenient. You do not have to wait for an officer to be available.
2. Online filing is easy, safe and secure.
3. All police agencies need an accurate gauge of crime in their area...big or small. Often reports lead to crime trends which can be tracked and resolved.
4. Online reporting allows police officers to be available for emergencies and other high-priority situations. It also gives them more time for proactive police work.
5. There are savings to the Police Department (and ultimately the citizens) in terms of gas and time spent driving to and from minor incidents. Also, support staff can process reports more efficiently.

## Other Community Services offered by the San Gabriel Police

- Crime Prevention Presentations
- Neighborhood Watch Program
- Business Watch Program
- Home Security Checks
- Operation Identification
- National Night Out
- Volunteer Program
- Child Identification Program
- Speakers Bureau/Information Displays
- Crime Alerts/Updates
- Station Tours

San Gabriel Police Department  
625 S. Del Mar Avenue  
San Gabriel, California 91776  
626-308-2828  
[www.sgpd.com](http://www.sgpd.com)

San Gabriel Police  
Department

## San Gabriel Online Citizen Police Reports



San Gabriel Police Department  
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San Gabriel, California 91776  
626-308-2828  
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**For any emergency, always call 9-1-1**

### **Who can file an online police report?**

Any person who is the victim of one of the following incidents and it occurred within the City limits of San Gabriel:

- Theft
- Vehicle Burglary
- Vandalism
- Annoying/ harassing phone calls

Reporting other incidents:

- Abandoned Vehicles
- Lost Property
- Street/sidewalk repair
- Noise Check
- Traffic Complaint

### **Other factors for filing an online police report**

- Are there any injuries as a result of the crime?
- Is there any evidence?
- Is there any suspect information?

If you answered “yes” to any of these factors, it will be necessary to have a police officer respond to the incident location. Please do not report serious crimes such as breaking and entering into homes, road rage incidents, or assaults through the San Gabriel Online Police Reporting System. If you need non-emergency police assistance, please call 626-308-2828.

## **Getting Started**

The San Gabriel Online Police Reporting system will guide you through the police report process.

1. **Go to [www.sgpd.com](http://www.sgpd.com).**
2. Click on “Online Report”
3. Click on “To select an incident click here”

Please be sure we can re-contact you if needed. Accurate e-mail addresses and phone numbers are important.

Please be as descriptive as you can in your report. Better too much information than too little.

Please include the serial numbers of stolen property if at all possible.

Your incident must have occurred within the City of San Gabriel. Please note two of the most common errors:

- Please verify that the “Location of Occurrence” is within the city limits of San Gabriel. Online report submissions regarding crimes or incidents that occurred in other jurisdictions will not be approved. Incidents that took place in the unincorporated county areas of San Gabriel must be reported to the Los Angeles County Sheriff’s Department—Temple Station.
- The San Gabriel Online Police Reporting System is mainly for the convenience of the victim or reporting party for certain types of incidents and generally no follow-up investigation will be conducted. Crimes with a known suspect or possible evidence should be reported directly to the police department.

**Click on “To select an incident click here” to begin your San Gabriel Police Report!**

## **What Happens Next?**

Once your police report is finished, click “Submit.”

You will see the message “Your online police report has been submitted” confirming that your report is complete.

You will be given a temporary case number.

Once approved, you will be able to print a copy of the police report for your records or insurance company.

All reports filed through online reports are reviewed by the San Gabriel Police Department.

Upon review, if further investigation of your cases is needed, you may be contacted.

**Filing a false police report is a crime.**

