How to Describe a Suspect

Providing a detailed description of a criminal suspect can help solve crimes in San Francisco. Suspects can easily change their appearance with a hat, jacket or glasses. It is important to be mindful of unique characteristics such as body markings, tattoos, shoes and specific clothing markings, like logos.

Note the Following Unique Characteristics:

Race________________ Sex_________ Age_________ Height_________ Weight_________

Hair___________Eyes_____________Complexion_________________________________

• Physical Characteristics (slight or heavy build, scars, marks, tattoos, manner of walk, mustache, glasses)

• Clothing (type and color, logos or brand names, shoes, jewelry, accessories)

• Weapon (type of weapon used by the suspect: rifle, shotgun, automatic, revolver, knife)

• Remarks (note anything the suspect says, accent, any names used)

• Means of Escape (vehicle or foot, license plate number, year, make, model, color, traveling in which direction)

If it’s safe, take a photo of the suspect, vehicle, license plate number, etc.
How to Call 911 in an Emergency

- **Remain Calm and Dial 911 Immediately**
  - **WHEN** to Dial 911
    - If a crime is posing an immediate threat to you or others
    - If there is a medical emergency
    - If the incident is in progress
    - If the incident just occurred and you know where the suspect is

- **State the following information:**
  - **WHERE** the incident is happening and **WHAT** is occurring,
    - for example: “I’m at 1234 Market Street and I’ve just been robbed”
  - Tell the operator if you are in immediate danger or are being threatened
  - Be **brief, clear and accurate**

- **As long as it is safe, stay on the line and answer the operator’s questions**
- **Describe each suspect separately from head to toe** (see more information on the back of this card)

Other Methods of Reporting

- **To file a report online,** visit sanfranciscopolice.org/Reports
- **For TTY users,** pressing the space bar every few seconds will help your call be recognized faster
- **For non-emergency reporting,** dial 311 or 415-553-0123 within SF or 415-701-2311 outside SF
- **To call SFPD dispatch directly,** dial 415-553-8090

When in doubt, call 911