Witness Statement Form

Please complete this form as fully and accurately as possible. Any information in this form may be used in disciplinary or any other proceedings. This includes the disclosure of this completed form to any participant charged in relation to the incident witnessed. If there is any information that you do not want to be disclosed do not include it on this form, and please note that we will not be able to use it as evidence in any proceedings.

If you need additional space please continue on a separate sheet, indicating clearly which question your response relates to.

Your details

Name:

Role:

Brief description of yourself including shirt number if player, approx. age, height, build, hair/skin colour and any distinguishing features **:**

Match/Training details (if applicable)

Date and time of match/training:

Venue:

Team(s) involved:

Give a full description to help identify all individuals involved, including name if known. Please provide a detailed physical description of the offender(s) (including shirt number if player, approx. age, height, build, hair/skin colour and any distinguishing features)**:**

Describe exactly what happened in chronological (time) order. This must only include what you saw or heard. Record any offensive language that you heard directly in speech marks (“ ”):

When did it happen?

Where did it happen? Please use the blank football pitch at the end of the form if this helps

Where were you at the time of the incident? Please confirm if your view was clear or impaired, including any adverse weather conditions**:**

Was any action taken by the referee or anyone else? If so what action was taken and by whom?

Did you report this to anyone? Please state who you reported this to and when:

Please include below any other circumstances leading up to or surrounding the incident, or any other information that may be relevant:

Please sign and date below:

This statement is true to the best of my knowledge, information and belief. I understand that it may be given in evidence and used at any subsequent disciplinary proceedings.

I would be willing to attend a disciplinary hearing if required ☐ (please tick as appropriate)

Signature_____ Date_____

Please return the completed form to discipline@leicestershirefa.com, or post to Holmes Park, Dog & Gun Lane, Whetstone, Leicester, LE8 6FA.

Mark on the incident/people involved and your position, and any other details as necessary.