

[Your Name]
[Your Address]
[City, State, Postcode]
[Email Address]
[Phone Number]
[Date]

Queensland Police Service
[Police Station Address]
[City, State, Postcode]

Dear Officer,

RE: Witness Statement

I, [Your Full Name], of [Your Address], hereby provide this witness statement concerning the incident that occurred on [date of incident] at [location of incident].

1. ****Witness Details****

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Address]
- Contact Number: [Your Phone Number]

2. ****Details of the Incident****

On [date and time], I was present at [location]. I observed the following:

- [Describe what you saw, heard, or experienced with as much detail as possible.]
- [Include any specific actions, conversations, or identifiable individuals involved.]

3. ****Other Relevant Information****

- [Mention any other witnesses, evidence, or context that may be relevant to the occurrence.]

4. ****Declaration****

This statement is true to the best of my knowledge and belief. I understand that providing false information may lead to legal consequences.

Yours faithfully,

[Your Signature (if sending a hard copy)]

[Your Printed Name]