



**EL DORADO COUNTY PUBLIC HEALTH DEPARTMENT
DIVISION OF ANIMAL CONTROL**

Citizen Second Party Citation Guidelines

The Second Party Citation (also known as a Citizen Citation or Citizen's Arrest) can be an important tool to help resolve difficult problems (such as ongoing noise complaints or dogs running loose) when other efforts have failed. Animal Control will make every effort to serve your citation. We do want you to understand all of the conditions you must agree to in order for us to issue this citation for you.

1. This is a citizen's arrest and if this issue is dismissed in court the cited party could sue you.
2. You will be required to appear in court should the cited party request a court hearing.
3. You will be required to provide detailed testimony to the judge regarding the situation. For example, if your citation involves a barking dog complaint, the judge will want to know how you know it is/was the cited person's animal that was disturbing your peace and other specific information. The judge will ask you questions such as:
 - a. Can you describe the dog?
 - b. How do you know that this dog was barking at this time? (Answers such as "I hear it all the time," are not acceptable to the court). You must be able to explain to the judge that at the time of the violation (the date and time you indicated to us) you were disturbed by this animal and you know it was this animal because you left your residence, went to the location where the dog lives (without going on their property illegally), saw the dog and confirmed that it was the animal barking.
 - c. If you have audio or video evidence, this evidence must correspond with the date and time of the violation for which you requested this citation be issued. A date and time stamp on video or your voice on a recording indicating the date and time will help assist in the prosecution of the case.
 - d. Any witness you bring to court with you may only offer testimony in support of the violation (actual date/time on citation for violation) for which the citation was issued. No other testimony will be considered relevant.
4. Please keep in mind that we will make every effort to serve your citation in a timely manner. If we have been unable to serve your citation after 14 business days (Sundays and Holidays excluded) we will void the citation. We will notify you via telephone call that it has become necessary to void the citation and you will need to contact our office with a more recent violation and once again request a citation be issued.

IMPORTANT: The Citizen's Arrest Form and a Notice to Appear must be signed in the presence of an Animal Control officer. After you have completed the form, please bring it to one of our [shelter/office locations](#) so that we may review the situation with you and witness your signature. We will then prepare the citation on your behalf. If you have questions, please contact us at:

**Animal Control
2301 Coolwater Creek Road
Placerville, CA 95667
(530) 621-5795
From El Dorado Hills call (916) 358-3555 (ex. 5795)**

**Animal Control
1120 Shakori Drive
South Lake Tahoe, CA 96150
(530) 577-1766**



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PLACERVILLE
2301 COOLWATER CREEK ROAD
PLACERVILLE, CA 95667
(530) 621-5795

SOUTH LAKE TAHOE
1120 SHAKORI DRIVE
SOUTH LAKE TAHOE, CA 96150
(530) 577-1766

Citizen's Arrest Form

Date _____

Case Number _____

As a private citizen, I hereby demand that Officer _____ of El Dorado County Animal Control issue a Notice to Appear to (Person) _____ for the following violation:

(Code Section) _____ (Description) _____.

This violation is a public offense and was committed in my presence on (Date) _____ at (time) _____ AM /PM at the following location in the County of El Dorado _____.

As a private person I accept full responsibility for the arrest and agree to cooperate fully with the Court, Animal Control and the District Attorney's Office and will appear in court to testify if requested to do so.

I certify under penalty of perjury that the information I have provided is true and correct.

Name: _____

Address: _____

Mailing Address: _____

Phone: () _____

Signature: _____

Code Sections:

Animal Neglect - 6.12.010D

Animals Disturbing the peace (noise complaints) - 6.12.060

Dogs running at large - 6.12.070