

PALOS VERDES ESTATES POLICE DEPARTMENT RESIDENTIAL HOUSE INFORMATION

NAME: _____ ADDRESS: _____ PHONE # _____

DATE & TIME LEAVING: _____ RETURNING: _____

I MAY BE REACHED AT: _____

IN EVENT OF AN EMERGENCY, PLEASE NOTIFY THE FOLLOWING PERSONS WHO ARE AUTHORIZED TO ENTER MY HOUSE, MAKE ARRANGEMENTS TO PROTECT MY PROPERTY AND SECURE THE PREMISES:

THE FOLLOWING PERSONS WILL BE LIVING IN MY HOUSE TEMPORARILY ON THE FOLLOWING DATES:

THE FOLLOWING PERSON / NEIGHBOR WILL BE WATCHING MY HOUSE: (Include address and telephone number) _____

IMPORTANT, PLEASE NOTE If your house is occupied during your absence or neighbors are checking it for you, officers will not go on the premises to see if it is secure unless they are called. However, patrols past your property will be made.

IF YOUR HOUSE WILL BE VACANT DURING YOUR ABSENCE, ARE LIGHTS LEFT ON? _____

WHERE? _____

ARE THE LIGHTS ON A TIMER? _____

PLEASE DESCRIBE VEHICLES IN THE GARAGE: _____

VEHICLES ON PREMISES OR DRIVEWAY: _____

GARDENER / DOMESTIC / OTHER AUTHORIZED ON PREMISES, DATES & TIMES: _____

ARE THEY AUTHORIZED TO ENTER OR HAVE KEYS? _____

PLEASE DESCRIBE ANIMALS ON PREMISES AND WHERE THEY ARE LOCATED _____

REMARKS: _____

NAME OF ALARM CO. _____ WILL ALARM BE ACTIVE ? _____

This is to advise the Police Department that our house will be vacant or that we, the occupants, will be absent for the dates listed above. The Police Department is authorized to enter our house if doors or windows are found unlocked or open. We further authorize officers of the Palos Verdes Estates Police Department to enter the premises during our absence to investigate suspicious persons or vehicles, unusual activity, or suspicious circumstances. **WE WILL IMMEDIATELY NOTIFY THE POLICE DEPARTMENT, DAY OR NIGHT, BY TELEPHONE OR IN PERSON WHEN WE RETURN.**

Officer accepting report

Owner / person requesting house check

Date & Time returned: _____

Initials: _____