**REQUEST A SECURITY CHECK**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Departure Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Return Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_**

**Probable Destination of Trip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Type of Premises: Residence\_\_\_\_\_\_ Business\_\_\_\_\_\_ Other\_\_\_\_\_\_**

**Have keys been left with anyone? Yes\_\_\_\_\_ No\_\_\_\_\_**

**If yes, name(s) and phone number(s)**

**Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**In case of emergency, do you wish to be notified by collect call? \_\_\_\_Yes \_\_\_\_No**

**I REQUEST A SECURITY CHECK BE MADE OF MY PREMISES:**

**Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_**

**OFFICER’S SECURITY CHECK REPORT**

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE** | **TIME** | **State if premises was secure or other (see below)** | **Officer’s Initials** |
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* **If premises was unsecured or evidence of forced entry present, state if you entered and checked the premises.**
* **If you found any evidence of vandalism or theft, make a separate report**