



PROPERTY CHECK REQUEST FORM

Date of Request

Property Address
 Date/Time of Departure: Date/Time of Return:

Property Owner: Phone:

Property Description: Single Family Two Family Other:

Check all that apply:

YES NO Lights (interior lights left on?) IF YES: Are they on timers? YES NO

YES NO Vehicles (Any vehicles on the property?) IF YES, Description:
 Description:

YES NO Security Devices Installed: Audio Video Motion
 Security/Alarm Company:

YES NO Pets in the home that could cause motion or noise?
 Description:

YES NO Will anyone else be expected to be on your property during the vacancy?
 (Ex: Contractor, Family member caring for pet or collecting mail, lawn care, etc)
 Name(s)

IN CASE OF EMERGENCY: The property owner listed above will be contacted first should a problem be found. You are also asked to provide at least one Emergency Contact for someone who is preferably local, and would have key access to the property or could at least be contacted immediately by Police if a problem is found and the owner cannot be contacted.

- 1** Name: Phone:
- 2** Name: Phone:
- 3** Name: Phone:

Comments / Misc. Info. (Provide any further information that may be of importance to us)

I understand that Property Checks are performed as time permits and are not guaranteed, and that there is no guarantee that the property is safe or will not be burglarized. The signature on this form releases the Village of Johnson City and the Johnson City Police Department of all liability for loss of property or damage during this time period.

X
Signature

Date

Save the completed form and e-mail it to propertycheck@jcpolice.com or print the form and turn it in to the Desk Officer