

Office Use only

Security Check Request

Report #:
Date:
Rec'd by:

Mail, drop this form off, or fax 419-523-5068

Name: _____ Phone (____) _____ - _____

Address: _____

Depart Date: _____ Return Date: _____

Residence: Business: Other: _____

Keys left with anyone? Yes/No Name if yes: _____

Address: _____ Phone: (____) _____ - _____

Any vehicles parked at premises? Yes/No Name if yes: _____

Vehicle Description: _____

Anyone have access to premises? Yes/No Name if yes: _____

Address: _____ Name if yes: _____

Lights left on? Yes/No Timer: Yes/No What rooms? _____

_____ Times on: _____

Person to notify in an emergency: _____

Address: _____ Phone: (____) _____ - _____

Where can you be notified in an emergency? Include address and phone numbers.

DISCLAIMER: Requesting a vacation house check does not guarantee that a burglary or other crime will not occur at your residence, and it is only intended to be a request for the Ottawa Police Department to check your home periodically, based upon the availability of a deputy. No vacation checks while the homeowner is gone from the home are guaranteed. No additional police response or protection is being guaranteed by requesting a security check, other than normal police services and protection which is provided to the general public .

Consequently, it is recommended that you make every effort to safeguard against losses including securing of high value property, using proper locking devices, alarm systems, etc.