

# RUNAWAY BAY POLICE DEPARTMENT

## Vacation Watch Request Form



The Runaway Bay Police Department will conduct periodic security checks to all residents who will be away from home and has no one staying or checking on your home while you are away.

Please fill in the **Vacation Watch Request Form** to request this check, and drop it off at the Runaway Bay city hall. Homeowners please realize that the Police Department and the City of Runaway Bay do not assume any liability from any loss or damage to your property during the specified period.

**Start of checks:** \_\_\_\_\_ **End of checks:** \_\_\_\_\_

**Full Name:** \_\_\_\_\_

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

**Telephone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

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

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

**Alarm system:**     \_\_\_ No \_\_\_ Yes

**Alarm type:**       \_\_\_ None \_\_\_ Audible \_\_\_ Silent

**Alarm Company:**     \_\_\_\_\_

**Alarm Company phone:** \_\_\_\_\_

**Animals on premises:**   \_\_\_ No \_\_\_ Yes   If YES are they friendly \_\_\_ Yes \_\_\_ No

**Types of animals:**   \_\_\_\_\_

**Lights left on:**       \_\_\_ No \_\_\_ Yes

**Light times:**         \_\_\_ No \_\_\_ Yes

**Authorized cars on premises:**

MAKE	MODEL	YEAR	COLOR	LICENSE NO.
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**List of authorized people on premises:**  
\_\_\_\_\_  
\_\_\_\_\_

**CODE WORD** – should be one short word that you and anyone who has access to your house should know.

**CODE WORD:** \_\_\_\_\_ if person does not know code word, **THEY WILL BE MADE TO LEAVE.**

**Emergency contact:** \_\_\_\_\_ **Key to house:** \_\_\_ No \_\_\_ Yes

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

**Telephone:** \_\_\_\_\_

Please provide any additional comments on the back of sheet. I understand that the Runaway Bay Police Department and the City of Runaway Bay do not assume any liability from any loss or damage during the specified period and I waive and release them from any liability.

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