



# PITTSBORO POLICE DEPARTMENT BUSINESS EMERGENCY INFORMATION FORM

The Pittsboro Police Department maintains computerized records of emergency information on all businesses located in town. This information is necessary in order to contact representatives of businesses in the event of some type of emergency at their business location during non-business hours. It is imperative that this information be kept up to date and business owners/managers should notify the department of any changes as they occur so that this service can be continued in an efficient manner.

## BUSINESS INFORMATION

NAME OF BUSINESS:

STREET ADDRESS:

LOCAL PHONE NUMBER DURING BUSINESS HOURS:

ALARM COMPANY OR MONITORING SERVICE THAT CALLS US:

24 HOUR PHONE NUMBER FOR ALARM COMPANY:

## OWNER INFORMATION

OWNER'S NAME: (OWNER OR MANAGER, A PERSON, NOT CORPORATE NAMES)

OWNER'S HOME ADDRESS: (STREET ADDRESS OF RESIDENCE, NOT MAILING ADDRESS)

OWNER'S HOME PHONE NUMBER:

OWNER'S LOCAL POLICE DEPARTMENT NAME AND PHONE NUMBER:

## EMERGENCY CALL INFORMATION

<b>FIRST PERSON</b>	FIRST NAME, LAST NAME AND PHONE NUMBER:
<b>SECOND PERSON</b>	FIRST NAME, LAST NAME AND PHONE NUMBER:
<b>THIRD PERSON</b>	FIRST NAME, LAST NAME AND PHONE NUMBER:

**NOTE: IN THE EVENT OF AN EMERGENCY, THE ABOVE PERSONS WILL BE CALLED IN ORDER. IF THEY CANNOT BE CONTACTED BY PHONE, THE OWNER OF THE BUSINESS WILL BE CALLED. IF HE/SHE CANNOT BE CONTACTED BY PHONE, THE LOCAL POLICE WILL BE SENT TO THE OWNER'S HOUSE TO NOTIFY HIM/HER TO CONTACT THE PITTSBORO POLICE DEPARTMENT IMMEDIATELY.**

**OFFICE USE ONLY:**

ENTERED \_\_\_\_\_ DATE \_\_\_\_\_ BY \_\_\_\_\_

