



PITTSBORO POLICE DEPARTMENT VACATION HOUSE CHECK REQUEST 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.

DATE OF REQUEST:

OWNER INFORMATION

NAME OF OWNER:

STREET ADDRESS:

PHONE NUMBER:

DATE LEAVING:

DATE RETURNING:

VEHICLES LEFT ON PREMISES

COLOR	YEAR	MAKE	LICENSE #

LIGHTS: (ON / OFF OR LIST WHEN AUTOMATIC TIMERS GO ON AND OFF)

PROTECTED BY ALARM SYSTEM? (IF YES, NAME AND TELEPHONE NUMBER OF ALARM COMPANY)

LOCATION AND TELEPHONE NUMBER WHERE OWNER CAN BE REACHED AT:

EMERGENCY CALL INFORMATION

The following person or persons are authorized to enter and will be looking after my property. Please call in case of emergency.

FIRST PERSON	FIRST NAME, LAST NAME AND PHONE NUMBER:
SECOND PERSON	FIRST NAME, LAST NAME AND PHONE NUMBER:
THIRD PERSON	FIRST NAME, LAST NAME AND PHONE NUMBER:

NOTE: IN THE EVENT OF AN EMERGENCY, THE ABOVE PERSONS WILL BE CALLED IN ORDER.

