



Lincoln Police Department

Joel Neves, Chief of Police

Vacation Home Check Request

PD Map# _____ Your Vacation
Departure Date: _____

PD Log# _____ Return Date: _____

Homeowner/Resident Name(s) _____

Address: _____, Lincoln. Cross Street: _____

Telephone: Home _____, Cell _____, Vacation (if known) _____

e-mail address: _____

Persons to contact in case of an emergency or problem at your home:

Name: _____ Phone/Cell Phone: _____ / _____

Name: _____ Phone/Cell Phone: _____ / _____

Name: _____ Phone/Cell Phone: _____ / _____

Key holders: Which of the Above Have Keys to Your Home? _____ / _____

Persons Authorized on Property: Name & Phone # _____ / _____

Yard/Pool Care Company & Phone # _____ / _____

Circle the Yes or No Response to the Following Questions:

Y	N	Does anyone else have keys to your home? Name & Phone _____ / _____				
Y	N	Will locked gates prevent access to front, side or back yard areas?				
Y	N	Address Visible on home? <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>Y</td><td>N</td></tr></table> Lights or radio left on, or on timers?	Y	N		
Y	N					
Y	N	Outbuildings or sheds on property? <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>Y</td><td>N</td><td>N/A</td></tr></table> Outbuildings or sheds secured?	Y	N	N/A	
Y	N	N/A				
Y	N	Newspaper stopped? <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>Y</td><td>N</td></tr></table> Deliveries stopped? <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>Y</td><td>N</td></tr></table> Mail Stopped?	Y	N	Y	N
Y	N					
Y	N					

If required, who will pick up?

Y	N	Any vehicles left on property? Describe w/license plate # _____
Y	N	Alarm installed? If so: Company Name & Phone # _____
Y	N	Pets on property? Number: _____ Breed: _____ Name(s): _____
Y	N	*Will all doors and windows be closed and locked on home and garage?

***There have been some changes to this program** so we may better serve Lincoln residents while providing for the safety of our personnel. We are unable to accept requests if the home has any of the following conditions: doors or windows are deliberately left open; temporary guests will be staying at the home; the home is "For Sale or Rent" and is unoccupied or may be shown by agents. We also need to limit the time period for our checks to **60 days per request** as this service is not intended to cover second homes vacant for extended times. Home checks are done on a random basis as time and staffing permit. We cannot guarantee that a check will be made. This program should not be used in place of prudent home security methods, systems or devices. If you change your dates of departure/return, or return early, please call our COPs office (916) 645-4081.

Resident Signature _____ Date: _____

Submit Request Form to: Lincoln Police Department or FAX to: (916) 645-3016
ATTN: COPs Office
770 7th Street, Lincoln, CA 95648
ATTN: COPs Office

VHC Request Form – June 2010 (PREVIOUS EDITIONS OF THIS FORM CANNOT BE ACCEPTED)
Additional forms available from the Police Department, City's website at: www.ci.lincoln.ca.us
Or the Lincoln Police Department website at: www.lincolnpd.org
If you have any questions, please call our Volunteer COPs office at (916) 645-4081

Lincoln Police Department
Residential
Security Check Log

Log ID #: _____

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Check #	Date	Time	Officer(s) Completing Checks	✓ If Secure	Brief Comments in this Column
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25					

Detailed Comments:

Lincoln Police Department
Residential
Security Check Log

Log ID #: _____

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Check #	Date	Time	Officer(s) Completing Checks	✓ If Secure	Brief Comments in this Column
26					
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29					
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Detailed Comments:
