



# Sunset Beach Police Department

## SHORT TERM HOUSE CHECK

The Sunset Beach Police Department's House Check Program is designed to help keep your home secure in the event of your short-term departure. We are pleased to provide this program free of charge for all residents. The Police Department will do their best to ensure the security of your home while you are away, but cannot be held responsible for any theft or damage that may occur. It is important that you fully fill out this form and provide as much information as possible. This will help ensure prompt and professional service, and will assist us in maintaining the security of your property.

**\*\*PLEASE NOTE – WE CAN NO LONGER ACCOMMODATE CHECKS EXCEEDING TWO WEEKS. EACH ADDRESS IS LIMITED TO TWO REQUESTS PER YEAR.** Additionally, the Police Department must be notified at least 48 hours in advance if someone will occupy your residence during the house check time period. Said occupant must notify the Police Department of a departure date. **FAILURE TO NOTIFY OFFICERS OF OCCUPANCY DURING THE HOUSE CHECK PERIOD COULD RESULT IN CRIMINAL TRESPASSING CHARGES AND/OR ARREST OF ANYONE OCCUPYING YOUR RESIDENCE.**

Dates to Check – From: \_\_\_/\_\_\_/\_\_\_\_\_ To: \_\_\_/\_\_\_/\_\_\_\_\_ (MAXIMUM - 14 DAYS)

Address to be checked: \_\_\_\_\_

Your Name: \_\_\_\_\_ Phone Number where you can be reached: \_\_\_\_\_

Alarm Company: \_\_\_\_\_ Alarm Code (optional): \_\_\_\_\_

Vehicle #1 at house: \_\_\_\_\_ License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle #2 at house: \_\_\_\_\_ License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Pets at House: \_\_\_\_\_ Location of Pets in/outside: \_\_\_\_\_

Names and numbers of anyone who will also be checking your home or performing maintenance:

Names of anyone staying at your house during your absence: \_\_\_\_\_

Location of any lights left on at the house: \_\_\_\_\_

To assist us in confirming your identity over the phone, choose a four-digit security **NUMBER**. We recommend using the last four digits of your social security number, but numbers such as your anniversary years or birthdates may also be used. This number should be something easily remembered, and should be kept secret. You may be asked for this number when requesting any changes or cancelling this request by phone.

SECURITY CODE:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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