

ASPD House Check Request

Original house check request forms are to be forwarded to the ASPD Records Section, where they are maintained.

I request a house check be made of my premises, and **I agree to notify the Altamonte Springs Police Department upon my return.** I understand this house check service includes periodic checks of my residence, and the frequency of these checks depends on the workload of the officer assigned to this area.

Resident (*Please Print*): _____

Street Address: _____

Phone: _____

Travel Departing Date: _____ Time: _____ Travel Return Date: _____ Time: _____

Destination: _____

Emergency Contact: _____ Phone: _____

The **Undersigned Resident** jointly and severally hereby **agrees to waive** all liability, rights, claims and cause of action against the city, its employees and representatives, its successors and assigns arising out of any and all house checks and any event as a result of which their property is stolen/vandalized/burglarized, whether temporarily or permanently, in their absence.

Signature: _____ Date: _____

Do you have an alarm system? Yes No

If yes, what is the alarm company name? _____

Do you have automatic lights? Yes No

If yes, where and when do they go on? _____

Have house keys been left with anyone? Yes No

If yes, provide the individual's name, address and phone. _____

Will anyone be working at or have access to premises while you're gone? Yes No

If yes, please provide names or businesses. _____

Will there be any vehicle(s) left at your residence? Yes No

If yes, please provide the following information:

Vehicle Location (i.e., garage): _____

Year: _____ Make: _____ Color: _____ Tag #: _____ Tag State: _____

Year: _____ Make: _____ Color: _____ Tag #: _____ Tag State: _____

Is there anything else the Altamonte Springs Police Department should know? Yes No

If yes, please explain. _____

Note: Please call non-emergency dispatch at (407) 339-2441 to advise them of your return.

FOR ASPD USE ONLY: Case # Assigned: _____