

# Woodland Park Police Department

## House/Business Watch Request

### Owner/Resident Information

PLEASE PRINT CLEARLY TO AVOID DELAYS IN PROCESSING YOUR REQUEST

Owner/Resident Name			
Address			
Business Name			
Owner/Resident Contact Number(s)	Cell Phone:	Other:	
		Other:	
Start Date		End Date	
Reason for Request			

### Emergency Contact Information

In case of emergency, we will attempt to contact the person(s) you list below. An emergency contact should be someone who can respond to the home or business, day or night with a **KEY** and/or access to the **ALARM SYSTEM** (if needed). Please provided at least two contacts.

Name	Home #	Work #	Cell #
Name	Home #	Work #	Cell #
Name	Home #	Work #	Cell #
Name	Home #	Work #	Cell #

### Vehicle Information

Please provide information on any vehicles that will be left parked at your residence/business.

Location	Plate #	Color	Make	Model
Location	Plate #	Color	Make	Model
Location	Plate #	Color	Make	Model
Location	Plate #	Color	Make	Model

### Additional Information

	<b>Y</b>	<b>N</b>	
Will lights be left on?	<input type="checkbox"/>	<input type="checkbox"/>	Which Rooms?
Are lights on a timer?	<input type="checkbox"/>	<input type="checkbox"/>	What Times?
Will there be pets on site?	<input type="checkbox"/>	<input type="checkbox"/>	Location of Pet?
Alarm System at Residence?	<input type="checkbox"/>	<input type="checkbox"/>	Company Name/Number?
Will anyone be house sitting, feeding pets, or watering plants at this location in your absence?	<input type="checkbox"/>	<input type="checkbox"/>	Who?
			When?

### Conditions of Services

The Woodland Park Police Department is pleased to provide additional house watch services to Woodland Park homeowners. Short-term watches (1 month or shorter) will expire one week after the return date listed on this watch form. To avoid confusion, please call the police department at 719-687-9262 upon your return. Long-term watches (1 month or longer) must be renewed monthly by the homeowner via phone. Please understand that the police department may have periods of time in which higher priority calls will take precedence. Houses will be checked periodically, but not necessarily on a daily basis during these times.

Owner/Resident's Signature	Owner/Resident's Printed Name	Today's Date

<b>For Office Use Only:</b>						<b>House Watch Number:</b>
Date Received		Time received		Received by:		
Requested by Officer?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Officer's Number		Method	Walk in <input type="checkbox"/> Phone <input type="checkbox"/>	