



RIPON POLICE DEPARTMENT
VOLUNTEERS IN POLICE SERVICE
REQUEST FOR VACATION CHECK



Address: _____

Name: _____

Home Phone# _____ Cell Phone# _____

Departure Date: _____ Return Date: _____

Type of Premise: Residential Business Other

Will there be vehicles left in the driveway? Yes No License Plate: _____

License Plate: _____

Is the premise equipped with an alarm system? Yes No

Monitoring Company Name: _____ Phone# _____

Are your lights set on a timer? Yes No

Do you have dogs on the premises? Yes No

Will a keyholder be available? Yes No

Keyholder's Name: _____ Phone# _____

Will there be any work done on your premises while you are gone? Yes No

Authorized Worker's Name: _____ Dates: _____

Type of work: _____

In case of an emergency, would you like to be notified by collect call? Yes No

Phone# _____ 2nd Phone# _____

Address: _____ City, State ZIP: _____

I request a security check be made of my premises and agree to notify the Ripon Police Department of my return. I also agree to hold the City of Ripon, it's Employees and Volunteers, free from any liability should there be any vandalism, theft or any crime committed upon my property during my absence.

Signature: _____ Date: _____

REQUEST FOR VACATION CHECK

The Ripon Police Department offers vacation checks through its "Volunteers in Police Services" program. The following guidelines apply to this service:

1. Vacation checks are valid for maximum period of two (2) weeks. Should your vacation extend beyond two weeks, you may mail in a second request, or have a family member renew your request.
2. Upon your return home, notify the police department as soon as possible. For safety and security reasons, vacationers cannot be allowed "in-out" during the time specified.
3. Every time you leave for a vacation, please submit a new vacation check request form.
4. Please fill out the form as neatly and accurately as possible. If a space does not apply, please enter "N/A" in the space. DO NOT LEAVE ANY BLANK SPACES.
5. Personnel that will be conducting vacation checks are volunteers of the Ripon Police Department. Therefore we cannot guarantee that your home will be checked on a daily basis.

The City of Ripon, and/or it's Employees, Volunteers shall not be held liable should there be any vandalism, theft or other crime committed upon your property during your absence.