

**MELBOURNE POLICE DEPARTMENT
VACATION SECURITY CHECK REQUEST**

The below information will be used by Melbourne police officer when conducting security checks on your property while you are away.
Please complete as much of the information as possible so that the police department may better serve you while you are gone.

Return completed form to: Melbourne City Hall, 111 1st, Melbourne 50162

Address _____

Dates _____ through _____

Name: _____

EMRGENCY CONTACT NUMBER (Number where you can be reached while out of town):

Phone # (precede with a "C" if this number is a cell number): _____

Additional Information:

House key left with a neighbor? [] YES [] NO (Check One)

If yes, name and address:

Vehicles left in driveway? [] YES [] NO

If yes, describe

Exterior lights on? [] YES [] NO (check one)

If yes, are light on a timer? [] YES [] NO (check one)

Interior lights on? [] YES [] NO (check one)

If yes, are lights on a timer? [] YES [] NO (check one)

Will anyone be entering your home to water plants, pick up mail, feed pets, etc.? [] YES [] NO

If yes, name and address of individual:

PLEASE CONTACT THE Melbourne Police Department (641-482-3338) AS SOON AS YOU RETURN FROM YOUR VACATION.