



Canby Police Department
1175 NW 3rd Ave.- Canby, OR 97013
Phone 503-266-1104 Fax 503-266-9316
E-mail: PDRrecords@canbypolice.com

Vacation House Check Request

Instructions:

Complete this form to let us know how to contact you, or someone you designate as a contact, in the event of an emergency. The form will be put on a briefing log so patrol officers are aware that the home is temporarily vacant.

Today's Date: _____ Departure Date _____ Return Date _____

Name _____ Home # _____ Cell # _____

Address _____

Other number where you can be reached (if any) _____

Emergency Contact Name _____ Phone # _____

Have keys? Yes No

List Name/Phone # of visitors authorized to be on the premises:

1. _____
2. _____
3. _____

List authorized visitor vehicle(s) description and license #s if they will be on the premises:

1. _____
2. _____
3. _____

Does house have an alarm system? Yes No If yes, does it have automatic shut off? _____

Are there dogs on site? Yes No Lights/Radio/TV, etc. left on? Yes No

Are they on timers? If yes, approximate on/off times _____

Condition Of House Upon Departure (Indicate anything that might cause someone to believe a crime has occurred, i.e. broken windows, torn or cut screens, etc.) _____

Thank you, and have a safe trip!