



**BELLEVILLE POLICE DEPARTMENT
REQUEST FOR VACATION / EMPTY PROPERTY CHECK**

Date leaving: _____ Date returning: _____

Address: _____

Owner: _____

Owner can be reached? No Yes – Phone _____

Emergency contact: Name _____ Phone _____

Keyholder: Name _____ Phone _____

Persons expected/authorized to be on premises:

Name: _____ Phone: _____

Name: _____ Phone: _____

Grass mowed or driveway shoveled? No Yes

Existing damage to windows, doors, or fence? No Yes – Description: _____

Vehicles in driveway? No Yes – Description/plate: _____

Lights left on or on a timer? No Yes – Location, times: _____

Pets left on premises? No Yes – Description, location: _____

<u>Date/Time</u>	<u>Officer</u>	<u>Observations</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____