SIERRA MADRE POLICE DEPARTMENT
VACATION REQUEST

Going on vacation? Let the SMPD help keep your home safe while you're away.

Advance Notice: Please provide at least 72 hours' notice before the first day of your requested Vacation Check. Failure to do so may result in a delay in starting the service.

Duration Limit: Vacation Checks are limited to a maximum of 30 days.

Liability Disclaimer: The homeowner acknowledges that the Police Department and the City do not assume any liability for loss or damage to property during the specified dates.

Service Restrictions: Vacation checks cannot be performed for businesses, apartments, vacant properties, condominium complexes, or if someone is staying overnight at the residence during the specified dates.

Name:	Telephone Number:
Address:	
Date Leaving:	Date Returning:
Emergency Contact Person:	Telephone Number:
Persons Allowed on Property:	Vehicles on Property:
Lights on ☐Inside or ☐Outside: ☐Yes / ☐No Alarm System: ☐Yes / ☐No Animals on Property: ☐Yes / ☐No	
Misc. Info:	

Date of Check	Start Time	Stop Time	Officer ID No.	Disposition

For more information, please contact the Police Department front desk 626-355-1414 or email at dispatchers@sierramadreca.gov

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