



BAINBRIDGE ISLAND POLICE DEPARTMENT VACATION HOUSE CHECK REQUEST



(Must be filled out in person and show valid identification)

Vacation house checks include a perimeter check and a physical and/or visual check of all doors and windows. Exterior areas of your home that are not accessible will not be checked. Officers will periodically check the exterior of your home while you are away for a period of three (3) to thirty (30) days. The Bainbridge Police Department will also have your contact information in case of an emergency.

This security check service in no way guarantees that your property will be safe from vandalism or burglary, but merely provides us with information of your whereabouts and other pertinent facts if a crime should occur. This is designed to be a temporary service and will automatically be discontinued at the end of 30 days.

Homes not eligible for the service are:

- Houses unoccupied and under construction
- Houses unoccupied and listed for sale or for rent
- Houses where the owner has hired or appointed another person to periodically be there such as grounds keepers, house cleaners, family members, pet caregivers

PLEASE PRINT – INK ONLY

Occupant's Name		Phone	*BIPD Use Only* Case No.
Address		Zip	
Depart Date/Time	Return Date/Time	If you come home earlier than stated, please notify BIPD at 842-5211.	
Alarm System? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, might the alarm go off if doors are firmly checked? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Alarm Company		Phone	
Door screens unlocked? <input type="checkbox"/> Yes <input type="checkbox"/> No		Note: Should be left unlocked so doors can be checked	
Any window intentionally left open? <input type="checkbox"/> Yes <input type="checkbox"/> No Where:			
Lights On? <input type="checkbox"/> Yes <input type="checkbox"/> No		Timer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
		Radio Left On? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vehicles Left on Property: (Do not include vehicles in garage)			
Vehicle #1: Make/Model		Color	License Number/State
Vehicle #2: Make/Model		Color	License Number/State
In Case of Emergency Contact Name		Phone	
Address		Zip	

I understand that Vacation House Checks will be performed as time permits. The signature on this form releases the City of Bainbridge Island Police Department of all liability for loss of property or damage occurring during this time period.

Signed: _____ Date: _____ Time: _____



PREPARING YOUR HOUSE FOR VACATION SOME HELPFUL TIPS FROM THE BAINBRIDGE ISLAND POLICE DEPARTMENT

A vacation away from home should be a pleasant experience for you and your family. Returning to a home that has been broken into is a very unpleasant homecoming. Your vacation will be more enjoyable and carefree when you know your home is secure. This information is designed to help you protect your home by following a few simple safety tips. Some of the things should be done in advance of leaving on your trip; other can be done a day before or the day you leave.

ONE MONTH PRIOR TO DEPARTURE

- Repair broken doors and windows.
- Install good quality locking devices on all exterior doors and windows if you haven't already done so.
- Register for a "Vacation House Check" with the Bainbridge Island Police Department.
- Arrange for your mail and papers to be stopped or forwarded.

A DAY OR TWO PRIOR TO DEPARTURE

- Mow the lawn and trim shrubbery.
- Store all ladders, tools, lawn equipment, etc. in a locked storage shed or your garage.
- Take your valuables to your bank safe deposit box.

ON THE DAY OF DEPARTURE

- Turn down the volume of your telephone so that it cannot be heard from the outside.
- Make sure gas appliances are turned off.
- Unplug small appliances such as fans, toasters, and electric coffee pots.
- Set your electric timers to turn on some lights during the evening hours.
- If you leave a car in your driveway, park it up against the garage door. Make sure the vehicle is locked.
- Bolt the garage door on the inside. Unplug electric garage door opener.
- Make sure all doors and windows are locked.
- Leave a key and the phone number where you can be reached with your "Emergency Contact".
- Just before you leave, walk around the outside of your house and make sure everything is secure. Remove any large items that could be used for access into second story windows.
- Turn water heater down to a low/vacation setting.

As a service to the citizens of Bainbridge Island, the Bainbridge Police Department offers free vacation house checks. Officers will periodically check the exterior of your home while you are away. This service helps to deter potential burglars and provides for additional security while your house is unoccupied.