



# Louisville

## Request for Vacation/House Check

# POLICE

Vacation/House Check# \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Departure Date & Time: \_\_\_\_\_ Destination: \_\_\_\_\_

Return Date & Time: \_\_\_\_\_

Emergency Phone Number(s) you can be contacted at:

Cellphone: \_\_\_\_\_ Residence: \_\_\_\_\_ Business: \_\_\_\_\_ Hotel/Motel: \_\_\_\_\_ Other: \_\_\_\_\_

Is anyone authorized to be inside of or working at the residence while you are away?  YES  NO

If YES,  
Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Have keys/garage door opener/codes been left with anyone?  YES  NO

If YES,  
Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Have any animals been left inside the residence?  YES  NO

If YES,  
Type(s): \_\_\_\_\_ How many? \_\_\_\_\_

Has a residential intrusion alarm been set?  YES  NO

Have lights been left on?

If YES,  
Where? \_\_\_\_\_

Are there motion lights?  YES  NO

If YES,  
Where? \_\_\_\_\_

Should there be in cars in the driveway?  YES  NO

If YES,  
Make(s): \_\_\_\_\_ Model(s): \_\_\_\_\_ Plate #(s): \_\_\_\_\_ Color(s): \_\_\_\_\_

Is there any further information that may be of assistance to officers checking your residence?

\*\*\*\*\*PLEASE NOTIFY THE POLICE DEPARTMENT UPON YOUR RETURN\*\*\*\*\*  
303-666-8633

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Date of Request: \_\_\_\_\_

Instructions: Fill out this form, print, sign, and return it to the Police Department at 992 Via Appia Way or email it to [LsvIPD@LouisvilleCO.Gov](mailto:LsvIPD@LouisvilleCO.Gov). A physical signature is required if you choose to email it to us.