



# POLICE DEPARTMENT

125 South Sawyer Street • Shawano, WI 54166  
(715) 524-4545 FAX (715) 524-2786 www.shawanopd.org

## House Check Form

Incident No. \_\_\_\_\_ Address: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

Date Request Made: \_\_\_\_\_ Person Receiving Request (initials) \_\_\_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Telephone: \_\_\_\_\_

Will anyone have permission to be on the premises? Yes No If so, who: \_\_\_\_\_

Will lights be left on and where? \_\_\_\_\_

Does anyone have permission to use the driveway or garage? Yes No If so, who: \_\_\_\_\_

Has the mail and/or newspapers been notified to stop delivery? Yes No

Is your residence protected by an alarm system? Yes No If yes, company name and telephone number? \_\_\_\_\_

Will a neighbor be watching the residence? No Yes If yes, who: \_\_\_\_\_

\_\_\_\_\_ Telephone # \_\_\_\_\_

Please notify the police department upon your return, by telephone 524-4545, in person 125 S. Sawyer Street, or Internet [www.shawanopd.org](http://www.shawanopd.org)

I understand the Shawano Police Department makes no promises, assumes no risk or responsibility in checking your residence while the home is vacant. The police department will attempt to check your residence while you are away, but understand that other calls for service take precedence over this program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date