



# PROSPECT HEIGHTS POLICE DEPARTMENT



## VACATION WATCH REQUEST

**\*\* Please understand that the vacation watch house checks are considered only when the home is vacant for a minimum of three days, and a maximum of thirty days per watch. If someone is staying at the premises in the homeowner's absence, this is not considered eligible for a vacation watch request. In addition, apartment buildings, condominiums, and houses that are for sale are not eligible for the vacation watch program. Submitting this request does not remove your responsibility as a homeowner from making every attempt to protect your property while you are away (securing doors/windows, lights on timers, stopping mail/newspaper service, etc.). Also, keep in mind that the Prospect Heights Police Department will make every effort to check your property, as priority calls or call volume allow. \*\***

Name (First, Last)	
Address	
Phone Number While Away	
Date Departing	
Date of Return	
Keys Left With (Name)	
Address	
Phone Number	
Any Cars Left in Driveway?	
Description of Cars Left in Driveway (License Plate, Color, Make/Model)	
Any Lights Left On Inside/Outside House?	
Are the Lights on Timers?	
Is There an Alarm System?	
Alarm System Company Name	

Comments:

By signing below, I hereby authorize Prospect Heights Police Department to enter the above-listed residence in case of an emergency, break-in, or other suspicious activity. I will not hold the City of Prospect Heights or the Prospect Heights Police Department liable for any damages caused by entering the above residence.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date