

Pine Grove Borough Police Department



One Snyder Avenue
Pine Grove, PA 17963
(570) 345-8100

VACATION HOUSE CHECK FORM

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(PLEASE PRINT)

PLEASE ARRANGE FOR MAIL AND NEWSPAPER PICKUP. PLEASE CALL POLICE WHEN YOU RETURN. EFFECTIVE FOR NO LONGER THEN 30 DAYS. IF YOU PLAN ON BEING AWAY LONGER, PLEASE MAKE OTHER ARRANGEMENTS TO HAVE YOUR HOME CHECKED. THIS REQUEST WILL EXPIRE ON DATE LISTED AS "RETURNING".

Date of request: _____

Name: _____ Telephone: _____

Address to be checked:

Nearest Cross Street: _____ Color of house: _____
Is house number visible from street? Yes ___ No ___ If not, how can we identify your house:

Date Leaving _____ Date Returning: _____

Owner contact info: _____ Cell/Other _____ Email _____

Person(s) caring for the home while you are away or emergency contact:

Name: _____ Telephone: _____

Keys to property: Yes ___ No ___

Name: _____ Telephone: _____

Keys to property: Yes ___ No ___

Lights on? Yes ___ No ___ If so, Where? _____

Drapes: Open ___ Closed ___

Alarm: Yes ___ No ___ Company: _____ Telephone: _____

Vehicles: Yes ___ No ___ Make ___ Model _____ Year _____ License plate # _____

Color: _____ Parked in: garage street driveway

Vehicles: Yes ___ No ___ Make ___ Model _____ Year _____ License plate # _____
Color: _____ Parked in: garage street driveway

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Release:

The undersigned authorizes the Pine Grove Borough Police Department to have officers enter my property and visually inspect the house exterior. Should an open entry be found, the undersigned authorizes the police to enter my house for further inspection. The police will attempt to secure the house and contact the owner or person caring for the house who is listed above. The undersigned understands and agrees that this is a voluntary, free service and does not create a special duty upon the Borough, and will be provided depending upon weather and available time. No guarantee is made nor assurance given against loss, theft or damage to the premises. The undersigned agrees to hold harmless the Borough of Pine Grove, its employees and agents for any and all claims for personal injury, loss or damage to property that may be suffered through any action or lack thereof by a representative of the Borough of Pine Grove.

PLEASE CALL THE POLICE DEPARTMENT AT (570) 345-8100 WHEN YOU RETURN.

Signature of homeowner: _____

Office use only:

Date request received: _____ Received by: _____

Date resident returned: _____ Notified by: _____

Return notification received by: _____