



Southgate Police Department

301 W. Walnut Street Southgate, KY 41071
Office 859-441-7473 Fax 859-441-7474
John M. Christmann, Chief of Police

Vacation/House check request

Occupant's name:	Cell Phone:
Address:	Home phone:
Depart Date & time:	Return Date & time:

Alarm on House? Y N	Alarm Company:	Company Phone Number:
Will alarm go off if doors are firmly checked? Y N		
Are screen doors unlocked? Y N (please leave screen doors unlocked so doors can be checked)		
Lights on in house? Y N If yes, where and are they on a timer?		
Gates? Y N	Are the gates locked? Y N	May we go in back yard? Y N
Vehicle in driveway? Y N If yes, make and model?		
Are there animals in the house or yard? Y N If so, where?		Is animal vicious? Y N

1 st Emergency Contact	Contact's cell phone
Contact's Address	Contact's other phone
Relationship?	Do they have a house key? Y N
	Do they have alarm code? Y N
2 nd Emergency Contact	Contact's cell phone
Contact's Address	Contact's other phone
Relationship?	Do they have a house key? Y N
	Do they have alarm code? Y N
Any additional information or comments:	
Request taken by:	Date taken:
	Vacation check #:

Service

Pride

Dedication