



# Fairfax Police Department VACATION HOME CHECK REQUEST

For Department Use Only
Date Submitted _____
Date Entered _____
Entered By _____

### RESIDENT INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Cell Phone \_\_\_\_\_ Alternate Home Phone \_\_\_\_\_

Departure (Date/Time) \_\_\_\_\_ Return (Date/Time) \_\_\_\_\_

Animals on Property?  Yes  No Describe \_\_\_\_\_

Alarm?  Yes  No Alarm Company Name \_\_\_\_\_ Phone \_\_\_\_\_

Lights?  Yes  No Location \_\_\_\_\_ On a timer?  Yes  No

### Vehicles in Driveway

Color	Make	Model	License Plate #

### Scheduled Periodic Service Providers (ie, Cleaning, Lawn, or Pool Maintenance, etc)

Service Type	Provider's Name/Company	Service Dates

### Local Emergency Contact (preferably with a key to the residence)

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_ Has key?  Yes  No

Address \_\_\_\_\_

Vacation home checks for residents are not required by law, however they have been a long-standing courtesy of the Fairfax Police Department when time and duties permit. While you are absent from your residence it will be checked by officers of the Fairfax Police Department. This request is not intended to provide you with any additional law enforcement services.

This form should be submitted in person to the Fairfax Police Station at 5903 Hawthorne Ave, Fairfax, OH 45227, or by email to [mpennington@fairfaxoh.org](mailto:mpennington@fairfaxoh.org) at least five days prior to departure.

<p><b>PLEASE NOTIFY US IF YOU WILL LEAVE LATER THAN SCHEDULED, RETURN EARLY, OR ANYTIME THE RESIDENCE WILL BE OCCUPIED. 513-271-7250 or <a href="mailto:mpennington@fairfaxoh.org">mpennington@fairfaxoh.org</a></b></p>
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