



CLEVELAND HEIGHTS POLICE DEPT.

Away-From-Home Request Form

The Cleveland Heights Police Department will conduct periodic security checks to all residents who will be away from home and has no one staying or checking on your home while you are away.

Please fill in the **Away-From-Home Request Form** to request this check, and drop it off at the Cleveland Heights Police Department, 40 Severance Circle.

Homeowners: Please realize that the Cleveland Heights Police Department and the City of Cleveland Heights do not assume any liability from any loss or damage to your property during the specified period.

Taken By: _____ (police only)

Start of checks: _____ Example: 05/12/12 End of checks: _____ Example: 05/19/12

Full Name: _____

***Return to OIC upon completion**

Address: _____

Telephone: _____

Cell Phone: _____

Email: _____

Type of building: Residence Business Other

Alarm system: No Yes

Alarm type: None Audible Silent

Alarm Company: _____

Alarm Company phone: _____

Animals on premises: No Yes

Types of animals: _____

Lights left on: No Yes

Light times: _____ to _____

Authorized cars on premises:

MAKE	MODEL	YEAR	COLOR	LICENSE NO.
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

List of authorized people on premises:

Emergency contact: _____

Key to house: No Yes

Address: _____

Telephone: _____

Please provide any additional comments on the back of sheet. I understand that the Cleveland Heights Police Department and the City of Cleveland Heights do not assume any liability from any loss or damage during the specified period and I waive and release them from any liability.

Signed: _____ Date: _____