

City of Pleasant Ridge  
Police Department  
Vacation/Special Watch

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Emergency Contact Name and Number: \_\_\_\_\_

Leaving: _____ Returning: _____
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Who has a key to the property? Name, Address & Phone  
\_\_\_\_\_  
\_\_\_\_\_

Are you leaving lights on? Specify location of lights. Are lights on timers? List the times.  
\_\_\_\_\_  
\_\_\_\_\_

Will there be any vehicles in driveway or garage? Vehicle make, model, color  
\_\_\_\_\_  
\_\_\_\_\_

Does anyone have permission to enter in your absence? \_\_\_\_\_ yes \_\_\_\_\_ no  
e.g., contractor, pet sitter, relative?  
If yes, who and when are they permitted?  
\_\_\_\_\_  
\_\_\_\_\_

Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submitted by \_\_\_\_\_ Date \_\_\_\_\_