



**County Of Otsego**  
**Office Of The Sheriff**  
*"Serving With Pride Since 1872"*

James D. McBride  
 Sheriff

Matthew J. Nowicki  
 Undersheriff

## RESIDENCE SECURITY CHECK REQUEST FORM

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TOWNSHIP: \_\_\_\_\_

PREMISES TO CHECK: RESIDENCE \_\_\_\_\_, BUSINESS \_\_\_\_\_, or OTHER \_\_\_\_\_

DESCRIPTION OF PREMISES: \_\_\_\_\_

**DEPARTURE DATE:** \_\_\_\_\_ **RETURN DATE:** \_\_\_\_\_

DESTINATION: \_\_\_\_\_

ROUTE OF TRAVEL: \_\_\_\_\_

**HOW MAY WE CONTACT YOU?** \_\_\_\_\_

VEHICLE LICENSE PLATE #: \_\_\_\_\_ VEHICLE DESCRIPTION: \_\_\_\_\_

IS PROPERTY ALARMED? \_\_\_\_\_  
 NAME/PHONE # of ALARM SERVICE: \_\_\_\_\_

WHO HAS ALARM KEY? (NAME/PHONE #) \_\_\_\_\_

WHO HAS HOUSE KEY? (NAME/PHONE#) \_\_\_\_\_

WILL ANYONE BE FEEDING PETS OR WATERING PLANTS? \_\_\_\_\_

NAME & PHONE # OF PERSONS AUTHORIZED TO BE ON YOUR PROPERTY:  
 \_\_\_\_\_

DO YOU HAVE SERIAL NUMBERS RECORDED FOR GUNS? \_\_\_\_\_, TV/VCR? \_\_\_\_\_,  
 STEREO/RADIO? \_\_\_\_\_, OTHER VALUABLES? \_\_\_\_\_. ARE THESE ITEMS STORED IN A  
 SAFE PLACE? \_\_\_\_\_.

HAVE YOU CHECKED WINDOWS & DOORS TO MAKE CERTAIN THAT THEY ARE LOCKED PROPERLY?  
 DO YOU HAVE LIGHT TIMERS? \_\_\_\_\_, WHERE \_\_\_\_\_  
 WHAT TIMES ARE THEY SET FOR? \_\_\_\_\_

DID YOU CANCEL MAIL & NEWSPAPER SERVICES? \_\_\_\_\_  
 PERSONS TO NOTIFY IN CASE OF EMERGENCY. (NAME & PHONE #)  
 \_\_\_\_\_  
 \_\_\_\_\_

I REQUEST THE OTSEGO COUNTY SHERIFF'S OFFICE TO MAKE PROPERTY CHECKS AT MY RESIDENCE DURING MY ABSENCE.

SIGNATURE OF PERSON REQUESTING CHECK: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDITIONAL REMARKS: \_\_\_\_\_

**PLEASE RETURN THIS FORM TO: ADDRESS BELOW**