



GRPD Vacation House Check Application Sheet



The Grand Rapids Police Department is pleased to provide the Vacation House Check service to members of our community. **To use this service, you must be absent from your home for at least 4 days and we need to receive this application 7 calendar days prior to your scheduled vacation.** The service included in this request would entail volunteers checking the security of a home's exterior during the extent of the owner's absence from the residence. If a home is found to not be secure, then law enforcement, the emergency contact, and the home owner will be notified immediately.

Request Information

Date: _____

Resident Contact

Owner Full Name: _____

Phone Number: _____

Spouse Full Name: _____

Phone Number: _____

Address

Number: _____ Street: _____

Apartment: _____ Zip Code: _____

Vacation Timeline

Departure Date: _____ Return Date: _____

Alarm Information (Write N/A if you do not have an alarm)

Alarm Company: _____

Phone Number: _____

Additional Information

Will the interior lights be on? Yes No

Will the exterior lights be on? Yes No

Are any lights on a timer? Yes No

If yes, which lights are on a timer and what times do they come on?

Will the mail/newspaper be stopped? Yes No
Are the doors and windows locked? Yes No
Will any person(s) be inside? Yes No
If yes, who? _____

Will any animals be inside? Yes No
If yes, what types? _____

Will any vehicles be left on the property? Yes No
Describe any vehicles on the outside of the property. Include the make, model, color, and registration, if possible, and indicate if the vehicle will be concealed in a garage.

Local Contact Information (Someone who will be near to your home)

Contact Full Name: _____

Relationship: _____

Phone 1: _____ Type: _____

Phone 2: _____ Type: _____

Address: _____ City: _____

Do They Have A Spare Key? Yes No

Will they also be checking the house? Yes No

Supplemental

Additional Comments: _____

After completing this form, it may be emailed to GRPDrecruiting@grcity.us or mailed to:

Community Engagement Unit
Grand Rapids Police Department
1 Monroe Center NW
Grand Rapids, MI 49503

If you have any questions, please contact us at the following:

General Information (616) 456-3301 GRPDrecruiting@grcity.us
Officer Dan Myers (616) 456-4181 dmyers@grcity.us
Officer Ruth Walters (616) 456-3354 rwalters@grcity.us