



PILOT POINT POLICE DEPARTMENT

Vacation Watch Program Policy

Program

Residences that are left vacant when the owners are out of town are prime targets for burglaries and vandalism. In an effort to reduce these threats, the Pilot Point Police Department provides a Vacation House Watch program that provides increased patrol for those residents who are away from home.

While the residence is on Vacation House Watch, officers routinely check the location to ensure the house and premises are secure and will investigate any suspicious circumstances. When practical, your residence will be checked two times a day. (See Special Circumstances below for variances)

Eligibility

Any single family residence currently permanently occupied is normally eligible for Vacation House Watch service. Vacant or otherwise uninhabited residences, such as houses under foreclosure, for rent or for sale are NOT eligible. If there are people staying overnight at the residence you are NOT eligible. If you have people taking care of plants, pets, pools, etc. later than 7:00pm, you are NOT eligible. (See Special Circumstances below for variances)

Length of Service

Vacation House Watch service will be provided for residence who will be away for at least 4 days, but not more than 14 days. Residents will be eligible for Vacation House Watch service twice in any calendar year. Additional requests during a calendar year may be approved on a case by basis.

Request for Service

Residents must request Vacation House Watch service in person at the Police Department. Residents need to complete the appropriate Vacation House Watch form and display a government issued picture identification card when they come to the police department to drop off the form. This may be waived for senior or disabled citizens, who may request the service by telephone. When needed, police department personnel will assist people completing the Vacation House Watch request form and obtain identification from the requesting person. If services are requested over the telephone by a senior or disabled citizen, a police officer will respond to the residence to verify the information. Vacation House Watch forms may be obtained electronically by visiting the City of Pilot Point's website at www.cityofpilotpoint.org. Under the "City Services" find "Police Department" and look for the Vacation House Watch Form.

Officer Responsibility

Officers will ensure that each Vacation House Watch request in their district is checked for obvious signs of criminal activity or suspicious circumstances and take appropriate action. The officers checking the house will list the time and date the property was checked and will initial the entry in the provided log (per request). The Vacation House Watch log will be routed each day to the on duty shift supervisor to verify the property was checked and the entries on the log are complete.

You may request the Vacation House Watch log be mailed to you upon your return, however this request must be done in writing to the Police Department upon your return.

Special Circumstances

Residents may have arrangements made with friends, neighbors, relatives, or certain companies to come by and feed/water pets or plants, pick up mail, clean a pool, mow the yard, house-sitters, and/or maid service to name a few. To participate in this program, anyone you as the homeowner authorize to be on location while you are gone MUST be notified by you to attend their duties and assignments between the hours of 7:00am to 7:00pm. You MUST indicate in the section under Authorized Persons on Location the person's name (if known), company (or neighbor, relative, etc.) and their reason for being on location. When any of these blocks are checked, we will generally NOT check the home during daylight hours between 7:00am and 7:00pm. We will only check it

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once, sometime during the night hours between 7:00pm and 7:00am for any reason, you are not eligible to participate in this program.

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