



# CITRUS HEIGHTS POLICE DEPARTMENT



## VOLUNTEERS IN POLICE SERVICE VIP Vacation Check Report Form

Resident Name: \_\_\_\_\_ Beat: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### Special Details

Is there an Alarm? \_\_\_\_\_ Alarm Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Dog on Premises? \_\_\_\_\_ Location: \_\_\_\_\_

Backyard access? \_\_\_\_\_ Lights left on/timer: \_\_\_\_\_

Comments: \_\_\_\_\_

### Persons/Vehicles

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ House key? Y/N

Gardener: \_\_\_\_\_ Housekeeper: \_\_\_\_\_

1<sup>st</sup> Vehicles: (year, make, mod, lic# color) \_\_\_\_\_

2<sup>nd</sup> Vehicles: (year, make, mod, lic# color) \_\_\_\_\_

**Information taken by:** \_\_\_\_\_

**Date/Time:** \_\_\_\_\_

### Checks Made

Date	Time	Name	Remarks/Comments

**Cancellation Verification by:** \_\_\_\_\_ **Date/Time:** \_\_\_\_\_  
**In person or by phone**

