



**LAKE ODESSA POLICE DEPARTMENT**

**PROPERTY CHECK REQUEST FORM**

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Do you have an alarm system? <input type="checkbox"/> Yes <input type="checkbox"/> No  Is your alarm system monitored? <input type="checkbox"/> Yes <input type="checkbox"/> No	If monitored, name and phone number for alarm company:
Do you have any broken doors or windows? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have any torn screens? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are there any indoor/outdoor lights to be left on? <input type="checkbox"/> Yes <input type="checkbox"/> No  Where are they located?	
Do you have timers on any indoor/outdoor lights? <input type="checkbox"/> Yes <input type="checkbox"/> No  Where are they located and when do they turn on and off?	
Will you stop your mail and newspaper delivery? <input type="checkbox"/> Yes <input type="checkbox"/> No  If not, is someone collecting them for you? <input type="checkbox"/> Yes <input type="checkbox"/> No (Please note this is not a service the Lake Odessa Police Department will provide, but is highly recommended.)	
Are there any pets in the house or yard? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, type of pet and person caring for them?
<b>The following person(s) are authorized to enter the property or in case of emergency contact:</b>	
Name(s):	Phone Number:
Address:	
Does the above named party have a key to the property? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Any additional information:	

The undersigned does hereby grant and request that the Lake Odessa Police Department visually check the property listed above, which may include access to the yard. The undersigned does hereby agree to hold harmless the Village of Lake Odessa, its employees and agents for any claim for personal injury, loss or damage to property that may be suffered by the undersigned, through any action or lack thereof, by a representative of the Village of Lake Odessa. Further, the undersigned understands and agrees that this is a voluntary, free service and does not create a special duty upon the Village and will be provided only as time and personnel are available and no guarantee is made nor assurance given against loss, theft or damage to premises.

\_\_\_\_\_  
Signature of Homeowner/Renter

\_\_\_\_\_  
Date

**Form must be received 72 hours prior to departure. Property checks will be performed as time allows.**

Mail to:  
Lake Odessa Police Department  
839 Fourth Avenue  
Lake Odessa, MI 48849