

# KUTZTOWN BOROUGH POLICE DEPARTMENT

## RESIDENTIAL VACATION INFORMATION SHEET

PURPOSE :  VACATION NOTICE  VACANT PROPERTY  OTHER: \_\_\_\_\_

### PERSON INFORMATION

NAME: \_\_\_\_\_ DATE OF BIRTH: \_\_\_/\_\_\_/\_\_\_  
ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_ ZIP: \_\_\_\_\_  
TELEPHONE: (\_\_\_\_) \_\_\_\_\_

### LOCATION INFORMATION

STREET ADDRESS: \_\_\_\_\_ ( SAME AS ABOVE)

### RESIDENCE INFORMATION

DATE DEPARTING: \_\_\_/\_\_\_/\_\_\_ DATE RETURNING: \_\_\_/\_\_\_/\_\_\_  
LIGHTS ON?: Y N LOCATION(S): \_\_\_\_\_  
TIMER(S): Y N LOCATION(S): \_\_\_\_\_  
PERSONS ALLOWED INSIDE HOUSE: \_\_\_\_\_  
\_\_\_\_\_  
PERSONS WORKING OUTSIDE HOUSE: \_\_\_\_\_  
\_\_\_\_\_

### EMERGENCY INFORMATION

EMERGENCY CONTACT PERSON: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_  
KEY AVAILABLE?: Y N WITH: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_

EMERGENCY ADDRESS AND TELEPHONE (Where can vacationer be contacted?):  
\_\_\_\_\_  
\_\_\_\_\_

### ADDITIONAL INFORMATION

COMMENTS/REMARKS/ADDITIONAL INFORMATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I acknowledge that the Borough of Kutztown and the Kutztown Borough Police Department assumes no responsibility or liability for the property identified herein and that I further release and indemnify the Borough of Kutztown, the Kutztown Borough Police Department, its employees, or agents from any damages or liability for providing this service. Additionally, I understand that the Kutztown Borough Police Department advises that the information collected on this form does not indicate, nor imply, that the Kutztown Borough Police Department will provide any checks or inspections of the property during the duration of the vacancy. The information collected herein will be used solely for making emergency contact with a responsible party should a problem at this property be discovered or reported to the Kutztown Borough Police Department.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_