

Instructions for Completing Request for Security Check Form

PURPOSE:

Citizens should use this form to communicate their absence from a residence or business to the police department. This form is then used by patrol officers in the City of Sweeny to conduct regular security checks at the requested residence or business.

PROCEDURES:

As the patrol officer conducts the security check, he/she notes the date, time, and status of the premises. If there is any sign or evidence of vandalism, theft, or other suspicious activity, it is noted on this form. Appropriate law enforcement action will be taken to prevent the destruction or theft of property. If applicable, a police report will be made and the property owner will be notified by using one of the numbers provided on the form.

INSTRUCTIONS:

Complete this form as completely as possible. In the NOTES/COMMENTS section, state if there will be any motor vehicles parked in the driveway, and describe the vehicles. Also, note if any interior/exterior lights will be left on during your absence. Please note any other important details.

DELIVERY METHOD:

This form can be returned to us using the following methods:

In Person: Sweeny Police Department, 111 W. Third Street
During Office Hours: M-F, 8am-5pm
After Hours, Nights, Holidays, & Weekends: Night Deposit at the Sweeny Police Department
FAX: 979-548-3326
E-mail: admin@sweenypolice.org

DISCLAIMER:

Please understand that although the police department will conduct this security check at the residence or business described, we offer no guarantee that no criminal activity will occur during your absence. We hope, though, that by our added presence and proactive patrol measures in the immediate area, we can prevent criminal activity from occurring.

