VACATION NOTICE

NAME		
ADDRESS		
PHONE		
DEPARTURE DATE	RETURN DATE	
HOUSE KEY LEFT WITH:		
NAME	ADDRESS	PHONE
NAME	ADDRESS	PHONE

ARE YOU EXPECTING ANYONE TO BE AT THE HOUSE DURING YOUR ABSENCE? YES NO

IF YES, EXPLAIN:

ALARM SYSTEM IN USE? YES NO

LIGHTS ON TIMERS? TIME ON _____ TIME OFF _____ ROOM _____

TIME ON TIME OFF ROOM

OUTSIDE LIGHTING? LOCATION:

DRAPES/BLINDS OPEN? YES NO

NEWSPAPER DELIVERY STOPPED? YES NO

MAIL DELIVERY STOPPED? YES NO

WILL THERE BE ANY VEHICLES ON THE PREMISES? YES NO

MAKE/MODEL _____ COLOR _____ LOCATION _____

MAKE/MODEL _____ COLOR _____ LOCATION _____

FOR OFFICE USE ONLY:

REPORT DATE: PERSON TAKING REPORT: TIME: