



David Conklin  
Chief of Police

# TUXEDO PARK POLICE DEPARTMENT

1 Tuxedo Road – Tuxedo Park, NY 10987  
Main: 845-351-4741 Fax: 845-351-4009  
E-Mail: [police@tuxedopark-ny.gov](mailto:police@tuxedopark-ny.gov)



## VACANT HOUSE CHECK REQUEST

If you live in the Village of Tuxedo Park, and would like to have vacation checks performed on your residence, please complete this form and submit it to the Village of Tuxedo Park Police Department at least 72 hours prior to the desired start of the vacation check.

The duration of the vacation checks will be no more than 4 weeks but not less than 3 days. Vacation checks will be performed as time allows. Please notify the department immediately if departure or return times change.

Name(s)\_\_\_\_\_

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

Telephone Number(s): Home:\_\_\_\_\_ Cell:\_\_\_\_\_

Email:\_\_\_\_\_

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### Dates you would like your house monitored:

Date Leaving:\_\_\_\_\_ Time:\_\_\_\_\_ Date Returning:\_\_\_\_\_ Time:\_\_\_\_\_

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### Vehicles that will be at residence while you are away

Make:\_\_\_\_\_ Model:\_\_\_\_\_ Color:\_\_\_\_\_ License Plate #:\_\_\_\_\_

Make:\_\_\_\_\_ Model:\_\_\_\_\_ Color:\_\_\_\_\_ License Plate #:\_\_\_\_\_

Make:\_\_\_\_\_ Model:\_\_\_\_\_ Color:\_\_\_\_\_ License Plate #:\_\_\_\_\_

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### Authorized People at Residence

Will anyone be checking on the residence, performing work there, feeding pets, etc...

**If so,**

Name:\_\_\_\_\_

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

Telephone Number:\_\_\_\_\_ Type of vehicle:\_\_\_\_\_

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## Alarm Information

Does residence have an alarm system? ☐ Yes ☐ No

Is alarm system Monitored? ☐ Yes ☐ No

If yes, name of alarm  
company:\_\_\_\_\_

Does your house have any broken doors, windows, or torn screens? ☐ Yes ☐ No

Please describe

Will any indoor or outdoor lights be left on? ☐ Yes ☐ No

Location:\_\_\_\_\_

Will any pets be in the residence? ☐ Yes ☐ No

If yes, type of pet:\_\_\_\_\_

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## Emergency Contact:

Name:\_\_\_\_\_Address:\_\_\_\_\_

Telephone #:\_\_\_\_\_

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The undersigned does hereby grant and request that the Village of Tuxedo Park 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 Tuxedo Park, 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 Tuxedo Park. 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.

Home owners signature: \_\_\_\_\_ Date:\_\_\_\_\_

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## Tuxedo Park Police Department

Received By:\_\_\_\_\_ Date Received:\_\_\_\_\_

Blotter completed? ☐ Yes ☐ No