

Hobbs Police Department  
Vacation Home Check Information Sheet

(Security Checks will be limited to no more than 14 consecutive days and not more than 30 days per year)  
Please see page 2 for additional instructions and requirements

Today's Date: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

Telephone Numbers you can be reached at: \_\_\_\_\_

**Hobbs area person to be contacted in case of an emergency:**

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

Phone: \_\_\_\_\_ Alternate #: \_\_\_\_\_

Will anyone be at the residence for any reason?      Yes                      No

If yes, Name and Date: \_\_\_\_\_

**Vehicles left at premises:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ LP#: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ LP#: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ LP#: \_\_\_\_\_

**Dog left on premises?**              Yes      (Inside or Outside)      No

**Do you have a security alarm?**              Yes              No

Name of alarm service: \_\_\_\_\_ Phone #: \_\_\_\_\_

Will lights be left on or put on a timer?              Yes              No

Where? \_\_\_\_\_

Is there current damage to your home's windows, doors or fences?              Yes      No

Where: \_\_\_\_\_

**Additional Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Hobbs Police Department  
Vacation Home Check**

The Hobbs Police Department provides Vacation Home Checks for homes left temporarily unoccupied due to vacations, holidays and other specifically targeted absences. The Hobbs Police Department does not guarantee any specific hours for the check and in no way does the check mean a residence will not be burglarized, vandalized, or involved with other criminal activity.

To qualify for a Vacation Home Check the following must be met:

1. The information sheet must be filled out in person at the Hobbs Police Department or if submitted on-line the information must be verified prior to the Vacation Home Check being authorized. This information must be requested by an adult who lives at the residence.
2. The information sheet must be completely filled out. Any missing information will disqualify the request authorization.
3. The residence must be left completely unoccupied. (Children, friends, or neighbors who have been permitted to reside inside the home will disqualify the home from this program.)
4. The Vacation Home Checks will be limited to **no more than 14 consecutive days** and **not more than 30 days per calendar year** (July 1 – June 30). The Hobbs Police Department will strive to check your home on an average of once every 24 hours, workload permitting.
5. Reasonable efforts will be made to contact you or your designee in case of emergencies, but the Hobbs Police Department and the City of Hobbs assume no liability if you or your designee are not reachable.
6. The Hobbs Police Department strongly urges you to eliminate signs of absence. We recommend that:
  - You suspend newspaper service.
  - Have someone pick up your mail and circulars.
  - Have someone mow your lawn. (if away for an extended time)
  - Put your lights on a timer.
7. Please notify the Hobbs Police Department upon your return.

I have read and understand the above guidelines and I agree not to hold the City of Hobbs or the Hobbs Police Department responsible for any losses incurred while the Vacation Home Check is in effect.

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

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

Date: \_\_\_\_\_

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

Cancelled by: \_\_\_\_\_

Date: \_\_\_\_\_