

Hondo Police Department

Vacation House Check

As a service to the citizens of the City, the Hondo Police Department offers free vacation house checks. Officers will periodically check the exterior of your home while you are away. This service helps to deter potential burglars and provides for additional security while your house is unoccupied.

Houses not eligible for the service are:

1. Houses unoccupied and under construction.
2. Houses unoccupied and listed for sale/show by realtors.
3. Houses where the owner has hired or appointed another person to periodically be there.

Businesses are not eligible for this service.

Property owners whose houses or businesses fall under these exclusions may request extra patrol.

Additional information about vacation house checks or extra patrol requests may be obtained by calling the Hondo Police Department at our non-emergency number: **(830) 426-5353**.

Vacation house check forms must be submitted in person, with a valid I.D., to the Hondo Police Department from Monday at 8:00 am through Friday at 5:00 pm.

Dear resident please note:

This vacation check service in no way guarantees that your property will be safe from vandalism or burglary, but merely provides the Hondo Police Department with information of your whereabouts and other pertinent facts if a crime should occur. This is designed to be a temporary service and will automatically be discontinued at the end of 14 days. Requests for an extension beyond the 14 day period must be approved by a supervisor. Additionally no more than 3 requests for the same residence will be accepted during a 6 month period without the approval of the Chief of Police.

For Officer / Resident safety, we will not do a vacation check if someone is staying on the premises.

Received By: _____ Incident Number: _____
Date: _____ Time: _____ Location Number: _____

Hondo Police Department

REQUEST FOR VACATION HOUSE CHECK

NAME: _____ ADDRESS: _____
PHONE: _____ REASON FOR REQUEST: (EXPLAIN) _____

DEPARTURE DATE: _____ RETURN DATE: _____
DESTINATION ADDRESS: _____
DESTINATION PHONE: _____

PERMISSION TO ENTER RESIDENCE IF CONDITIONS PRESENT WARRANT ENTRY:

YES _____ NO: _____
SECURITY SYSTEM: YES _____ NO: _____
AUTOMATIC LIGHT: YES _____ NO: _____ IF YES, LOCATION:

ANY HAZARDS AT RESIDENCE (I.E. GUNS, ANIMALS, ETC.): YES _____ NO _____
IF YES, LOCATION _____
HAVE KEYS BEEN LEFT WITH ANYONE? YES _____ NO _____ IF YES, NAME: _____
_____ ADDRESS: _____ PHONE: _____

WILL ANYONE BE WORKING ABOUT OR HAVE ACCESS TO PREMISES DURING YOUR
ABSENCE? YES _____ NO _____ IF YES, NAME: _____

WHO DO YOU WANT US TO NOTIFY IN CASE OF AN EMERGENCY?
NAME: _____ PHONE: _____
ADDRESS: _____

I REQUEST A VACATION CHECK BE MADE OF MY PREMISES AND AGREE TO NOTIFY YOU
IMMEDIATELY UPON MY RETURN.

SIGNED: _____ DATE: _____

Dear Resident:

This vacation check service in no way guarantees that your property will be safe from vandalism or burglary, but merely provides the Hondo Police Department with information of your whereabouts and other pertinent facts if a crime should occur. This is designed to be a temporary service and will automatically be discontinued at the end of **14** days. Requests for an extension beyond the **14** day period must be approved by a supervisor. Additionally no more than **3** requests for the same residence will be accepted during a **6** month period without the approval of the Chief of Police.

Official Use Only		
EXTENSION REQUESTED:	YES _____ NO: _____	EXTENSION #: _____
APPROVED BY SUPERVISOR:	YES _____ NO: _____	
SUPERVISOR INITIALS:	_____	
APPROVED BY CHIEF OF POLICE:	YES _____ NO: _____	
CHIEF OF POLICE INITIALS:	_____	