UNIVERSITY CITY POLICE DEPARTMENT

OUT OF TOWN NOTIFICATION FORM / FOR COMPUTER ENTRY

Name _____

Address _____

Telephone _____

Date Leaving _____ Date Returning _____

ALARM SYSTEM? Yes   or   No   NAME OF COMPANY_____

SURVEILLANCE SYSTEM? Yes   or   No

Lights On? Yes   or No   **Timers On?** Yes   or No

Keys Left with Anyone? Yes   or No

    #1. Name   _____

           Address _____

           Telephone _____

    #2. Name   _____

           Address _____

           Telephone_____

Remarks_____

Computer Reference #_____Attach / Day Book Completion

ENSURE COPIES ARE DISTRIBUTED TO:

CC: BFO COMMANDER

    BOS COMMANDER

    WATCH COMMANDER

REVISED: 03-28-18