

**LANDFALL HOUSE CHECK REQUEST**

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_

PHONE# \_\_\_\_\_ AREA \_\_\_\_\_

LIGHTS LEFT ON? \_\_\_\_\_ YES \_\_\_\_\_ NO      INSIDE / OUTSIDE / BOTH (CIRCLE ONE)  
CONSTANT OR AUTOMATIC (CIRCLE ONE)

VEHICLES REMAINING IN DRIVEWAY: MAKE \_\_\_\_\_ MODEL \_\_\_\_\_  
COLOR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ COLOR \_\_\_\_\_  
VEHICLES REMAINING IN GARAGE: MAKE \_\_\_\_\_ MODEL \_\_\_\_\_  
COLOR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ COLOR \_\_\_\_\_

PROTECTED BY ALARM SYSTEM \_\_\_\_\_ YES \_\_\_\_\_ NO    IF YES, LIST A CONTACT PERSON WHO MAY BE REACHED  
TO TURN OFF AND/OR RESET YOUR ALARM \_\_\_\_\_

HOUSE KEYS LEFT WITH ANYONE \_\_\_\_\_ YES \_\_\_\_\_ NO    IF YES, NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_ PHONE# \_\_\_\_\_

IN CASE OF EMERGENCY, MAY WE NOTIFY YOU BY COLLECT CALL? \_\_\_\_\_ YES \_\_\_\_\_ NO  
C/O \_\_\_\_\_ PHONE# \_\_\_\_\_

LIST PEOPLE WHO HAVE ACCESS TO PREMISES (RELATIVES, WORKERS, NEIGHBORS, PET CARE)

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IF SOMEONE IS STAYING AT YOUR HOME SOMETIME DURING YOUR ABSENCE, HOW LONG WILL A GUEST PASS  
BE NEEDED? \_\_\_\_\_ THRU \_\_\_\_\_ NAME \_\_\_\_\_ NOTE: YOUR GUEST MUST  
NOTIFY US WHEN THEY LEAVE YOUR HOME SO WE MAY RESUME THE HOUSE CHECKS.

PLEASE NOTE ANY DOORS OR WINDOWS THAT WILL BE LEFT PARTIALLY OPEN SO WE DO NOT CLOSE OR LOCK  
THEM: \_\_\_\_\_  
PLEASE NOTE ANY DOORS OR WINDOWS THAT ARE PARTICULARLY SENSITIVE TO YOUR ALARM SYSTEM SO WE  
DO NOT SET THE ALARM OFF WHILE WE DO THE PHYSICAL CHECK OF YOUR HOME \_\_\_\_\_

I REQUEST THAT A SECURITY CHECK BE MADE OF MY PREMISES BEGINNING ON \_\_\_\_\_  
AT \_\_\_\_\_ AM / PM UNTIL \_\_\_\_\_. **WE DO NOT AUTOMATICALLY REMOVE YOU  
FROM HOUSE CHECKS. YOU MUST CALL TO LET US KNOW YOU HAVE RETURNED.**

UPON MY RETURN, I WILL NOTIFY SECURITY AND I MAY PICK UP MY CHECK SHEET AT THE COA  
OFFICE \_\_\_\_\_ \*\*\* OR HAVE THE CHECK SHEET DESTROYED \_\_\_\_\_. IF THERE WERE ANY PACKAGES THAT  
WERE PICKED UP IN MY ABSENCE I WILL BE INSTRUCTED TO PICK THEM UP AT THE EASTWOOD GATE.

- YOUR HOUSE WILL BE CHECKED DAILY WITH A RIDE-BY VISUAL INSPECTION, AND CHECKED WITH A  
WALK AROUND EVERY SEVEN DAYS. PLEASE NOTE THAT IF YOUR HOME IS FOUND TO BE INSECURE,  
LANDFALL SECURITY AND/OR THE WILMINGTON POLICE WILL BE ENTERING YOUR HOME FOR A QUICK  
CHECK BEFORE SECURING THE PREMISES.
- DUE TO LIMITED SPACE, WE DO NOT PICK UP NEWSPAPERS. WE SUGGEST THAT YOU CANCEL YOUR PAPER (343-  
2391) OR ASK A NEIGHBOR TO COLLECT THEM FOR YOU.

WE REQUEST THAT YOU FILL OUT A NEW CHECK REQUEST FORM EACH TIME YOU LEAVE IN ORDER FOR US TO  
HAVE ACCURATE INFORMATION ON FILE. \*\*\***WE WILL DISCARD YOUR CHECK SHEET TWO WEEKS AFTER  
YOUR RETURN HOME, IF IT HAS NOT BEEN PICKED UP.**

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_