



# GLENDALE HEIGHTS POLICE DEPARTMENT

**DOUGLAS R. FLINT**  
CHIEF OF POLICE

300 CIVIC CENTER PLAZA  
GLENDALE HEIGHTS, ILLINOIS 60139-2613  
PHONE: (630) 909-5430  
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Dear Homeowner:

The Glendale Heights Police Department has offered to its residents the Vacation House Watch service for many years. It is just one of the many ways our Department attempts to prevent thefts and burglaries.

It has come to our attention on several occasions that sometimes people who normally have access to your home will use it for illegal purposes without your knowledge. These people may be a relative, friend, neighbor or a family member who does not go on vacation with the rest of the family. These relatives or acquaintances sometimes have parties without the knowledge of the actual homeowner. In some cases damage is done to the home, or even worse someone is injured or intoxicated during one of these parties. You, as a homeowner, face some liability if you were to have knowledge of one of these parties, especially if minors are involved.

As Police Officers who come upon these parties while you are away, we are faced with several predicaments. One is that we have a duty to protect your property since you have advised us you are on vacation and have requested us to periodically check on your home. Another predicament is that we do not have a right to enter your home without your permission. We would have to see a crime committed in our presence to effect an arrest. We need probable cause to believe a crime has been committed in the home before we can seek a search warrant, which may take several hours to obtain. Usually the principal person in the home (relative or friend) does not allow us entry, and we must leave if none of the neighbors wish to sign a complaint.

We are offering you a solution to ensure this does not happen at your residence. A homeowner's consent form is attached to this letter. It allows you to specify who is allowed access to your home while you are on vacation. It would also allow us to gain entry to your home should we come upon a party or gathering taking place without your knowledge or permission.

If you are interested in this program, please complete the homeowner's consent form and submit it along with your vacation house watch request form.

Have a safe and happy vacation.

Sincerely,

Douglas R. Flint  
Chief of Police

*Our Mission*

*"Working in partnership with our community to maintain safe and secure neighborhoods, reduce crime, and improve the quality of life for our citizens through ethical, courteous and professional police service."*



# GLENDALE HEIGHTS POLICE DEPARTMENT

300 CIVIC CENTER PLAZA  
GLENDALE HEIGHTS, ILLINOIS 60139-2698  
(630) 260-6070

## CONSENT FOR RESIDENTIAL SEARCH

I \_\_\_\_\_ being the legal owner of the

Residence and property at \_\_\_\_\_

Do hereby allow sworn officers of the Glendale Heights Police Department to enter upon my property, or into my residence, in my absence, to remove persons from my property whom I have not given permission to remain on or within. I also authorize any sworn officer of the Glendale Heights Police Department to charge them with Criminal Trespass to Residence and any other state or local violation committed in their presence.

This consent is in effect from \_\_\_\_\_ to \_\_\_\_\_.

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## OFFICIAL POLICE DEPARTMENT USE

Officers must verify residential ownership with two types of identification. i.e. drivers license, utility bill, tax bill etc. (one of which is a picture i.d.)  
This form is to be completed in addition to a Vacation House Watch.

Owner's Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Owner's vacation telephone number \_\_\_\_\_

Owner's signature: \_\_\_\_\_

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(property description)

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Name of persons allowed in residence: \_\_\_\_\_

Case Number \_\_\_\_\_



# GLENDALE HEIGHTS POLICE DEPARTMENT

## VACATION HOUSE WATCH

### RESIDENT INFORMATION

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 HOME PHONE: \_\_\_\_\_  
 EMERGENCY PHONE: \_\_\_\_\_

### NEIGHBOR/RELATIVE INFORMATION

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 TELEPHONE: \_\_\_\_\_  
 KEYS: \_\_\_\_\_ Yes \_\_\_\_\_ No  
 KEYHOLDER'S CAR: \_\_\_\_\_

### OTHER INFORMATION

LIGHTS ON:  Yes  No Location: \_\_\_\_\_  
 CAR IN DRIVEWAY: Make \_\_\_\_\_ Color \_\_\_\_\_ License # \_\_\_\_\_  
 ANIMAL IN HOUSE:  Yes  No  
 LEAVING: \_\_\_/\_\_\_/\_\_\_ AM \_\_\_ PM RETURNING: \_\_\_/\_\_\_/\_\_\_ AM \_\_\_ PM

*Official  
use only*

BEAT: \_\_\_\_\_

CASE NO.  
 \_\_\_\_\_ - \_\_\_\_\_

ADDITIONAL INFORMATION COMMENTS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE	TIME	OFFICER	COMMENT - UNUSUAL CONDITIONS

*I realize and hereby release the Glendale Heights Police Department from any claims for damages sustained at the above mentioned residence while I am away from it and agree to not hold them liable if damages do occur.*

\_\_\_\_\_   
 Date

\_\_\_\_\_   
 Signature