

HOUSE CHECK REQUEST

Case# \_\_\_\_\_ Home \_\_\_\_\_ Business \_\_\_\_\_

Location: \_\_\_\_\_ Zone: \_\_\_\_\_

Owner: \_\_\_\_\_

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

Leave: \_\_\_\_\_ Return: \_\_\_\_\_

Keys Left with:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

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

Home Phone#: \_\_\_\_\_ Other Emer#: \_\_\_\_\_

Other Emergency Call Info:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

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

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

Lights Left On?: Yes \_\_\_\_\_ No \_\_\_\_\_

Location: \_\_\_\_\_

Other Information: \_\_\_\_\_

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Note: Get a return date when at all possible.  
If one cannot be provided, advise that  
check will automatically be purged at  
end of calendar year unless renewed.