



ELK GROVE POLICE DEPARTMENT

Residential Vacation Check

Application



The Elk Grove Volunteers in Police Service (*VIPS*) provide a free Residential Vacation Check Program for Elk Grove Residents. If you are interested in using this service please follow the instructions below.

Complete the attached form in its entirety and submit your application 3 – 5 days prior to your vacation. Advanced notice is required for processing and scheduling.

There are three ways to register for Residential Vacation Checks:

- Download an application and submit it to the EGPD Service Center. Please allow extra time (3 – 5 additional days) if mailing in your request to ensure that it was received before your departure date.
- You may call our Service Center to submit a request over the phone.
- You may come into our Service Center and fill out a Residential Vacation Check application in person

Elk Grove Police Department Service Center
8400 Laguna Palms Way
Elk Grove, CA 95758
916-478-8100
Monday – Friday, 8:00 AM – 5:00 PM

Residential Vacation Check Notes:

Please call us immediately @ 916-478-8100 if you return prior to the date listed on the Vacation Check application. The VIPS are not able to differentiate between your early return and an intruder.

Residential Vacation Checks are performed Monday through Friday.

Applications **must** be received before the vacation start date.

Vacation Checks are generally limited to 30 days. Due to the high volume of requests, there is no guarantee that requests over 30 days will be checked multiple times a week.

Backyards with broken, sticky, or difficult to open gates will not be checked.

At this time, the VIPS patrol service only extends to Elk Grove residents who are on vacation. We do not patrol vacant homes or provide general security checks for occupied homes.

Shortly after you return we will mail you a recap of the services rendered along with a donation request. The VIPS program operates as a non – profit organization. All funds that are collected are returned to the community through donations to multiple charities within Elk Grove.

The VIPS tax exempt number is: 20-5506131



Elk Grove Police Department- Volunteers in Police Service



Residential Vacation Check

**** Completed Applications must be received before the vacation start date****

Application Date:			
Name	last	first	
Address	street		zip code
Cross-Street		email:	
Home Phone		Cell Phone:	

IMPORTANT: NOTIFY US IMMEDIATELY IF YOU RETURN EARLIER THAN EXPECTED!! 916-478-8100

PATROL REQUEST

Date Leaving	Time Leaving	Date Returning	Time returning

Please circle one: **FRONT ONLY** **FRONT AND BACKYARD**

EMERGENCY CONTACT

Name	last	first	
Address	street		
Home Phone		Cell Phone	
Work Phone		Relationship	

GENERAL PROPERTY INFORMATION

Please answer the following questions:	YES	NO	Details
Does anyone else have keys to your home?			Name and Phone:
Is the backyard easily accessible and gates are in good working order?			
All doors and windows closed and locked?			
Are your exterior lights off during the day?			
Are your interior lights on timers?			
Newspapers, mail, deliveries stopped?			
Do you have a lawn / pool service?			Day of service:
Are you interested in receiving communication about other VIPS programs?			best method of contact:

PEOPLE / VEHICLES ALLOWED ON PROPERTY DURING YOUR ABSENCE

1	
2	
3	

Please submit your application to the EGPD Service Center: 8400 Laguna Palms Way, Elk Grove, CA 95758
Monday - Friday, 8:00 AM - 5:00 PM 916-478-8100

OFFICE USE ONLY

Application completed by:		Date:	
Confirmation of receipt:	YES	NO	Date:
Summary Mailed:	YES	NO	VIPS BADGE: Date:

