

# VOLUSIA COUNTY SHERIFF'S HOUSE WATCH PROGRAM

As a service to the residents of Volusia County the Volusia County Sheriff's Office has established a house watch program to help ensure the security of your home while you are out of town. Volunteer members of the Sheriff's Citizen Observer Program will check on your house as often as possible while you are away. The house watch can be for any duration, but if no return date is given the house watch will be continued for one month after the start date. Often these checks are made once or even twice a day, but at least several times a week. There is no charge for this service. The owner may select one of two types of house watches. With a "drive by" house watch the observers observe the house from the street, looking for anything unusual such as broken windows or other signs of entry, newspapers accumulating, or anything else that might indicate that the home is vacant. With a "physical walk around" house watch, the observer will actually walk around the house looking for problems. In no case will the observer enter porches, or try to open doors or windows. There may not be any locked gates, or other obstructions in order to have a "physical" house watch. It is also important to keep the grass mowed. Houses for sale are not eligible for the house watch program.

To initiate a house watch the homeowner must complete a House Watch request form. In addition to a phone number where the home owner can be reached while out of town the homeowner should designate a "key holder" who lives locally and can respond to the property if problems are noted.

The house watch request form also asks for additional information such as vehicles being left at the home, whether lights will be left on, persons expected to visit the house, etc. This information helps the observers tell what is "normal" from what is not; and reduces the need to contact the owner or key holder unnecessarily. Please complete as many of these items as possible to ensure your home is watched effectively.

It is recommended that the form be returned to the Sheriff's District Office at least a week before the watch is requested to start. For a "physical" house watch the form must be signed by the owner giving the observer permission to be on the property.

**PLEASE KEEP THIS SHEET WITH YOU ON YOUR TRIP. If you extend your stay out of town, return early, or if anything is expected to change at the house. (visitors, etc.) Please contact the Sheriff's District Office in your area.**

**If you would like to meet with the Observers to discuss the details of your house watch before leaving town, please call the Sheriff's District Office in your area.**

**PLEASE KEEP THIS LETTER FOR REFERENCE.**

<b>DeLand</b>	<b>Phone: (386) 943-7866 Fax: (386) 943-7874</b>
<b>Deltona</b>	<b>Phone: (386) 860-7030 Fax: (386) 860-7041</b>
<b>Ormond Beach/Holly Hill</b>	<b>Phone: (386) 323-0151 Fax: (386) 615-6119</b>
<b>New Smyrna Beach/ Oak Hill</b>	<b>Phone: (386) 423-3301 Fax: (386) 423-3393</b>
<b>DeBary</b>	<b>Phone: (386) 668-3830 Fax: (386) 668-3834</b>

Thank you for your cooperation and interest in the Sheriff's House Watch Program. Together we can work to reduce crime in our neighborhood and contribute to an even better quality of life in our community.

ZONE/AREA \_\_\_\_\_ GRID \_\_\_\_\_ HOUSE WATCH NUMBER \_\_\_\_\_

DISTRICT 2 \_\_\_ 3 \_\_\_ 4 \_\_\_ 5 \_\_\_ 6 \_\_\_ DRIVE BY \_\_\_ PHYSICAL WALK AROUND \_\_\_

**VOLUSIA COUNTY SHERIFF'S OFFICE  
CITIZEN OBSERVER PROGRAM  
HOUSE WATCH APPLICATION**

**TO BE FILLED OUT BY OWNER/TENNANT 7 CALENDAR DAYS IN ADVANCE OF DEPARTURE**

**TO THE APPLICANT...** Are your house numbers properly displayed? YES \_\_\_ NO \_\_\_  
Will shrubs & trees be trimmed to aid in the checking of your home? YES \_\_\_ NO \_\_\_  
**WE SUGGEST STOPPING YOUR MAIL & NEWSPAPERS FOR THE DURATION OF YOUR ABSENCE**

Owner/Tenant's Name (Last) \_\_\_\_\_ (First) \_\_\_\_\_ Date \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_ Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_ Zip \_\_\_\_\_

Subdivision/General Location \_\_\_\_\_

Phone No. \_\_\_\_\_ Away Phone No. (Emergency Only) \_\_\_\_\_

Away Address (Emergency Only) \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Date Leaving \_\_\_\_\_ a. m. \_\_\_ p. m. \_\_\_ / Date Returning \_\_\_\_\_ a. m. \_\_\_ p. m. \_\_\_  
(if no return date listed, House Watch will expire 30 days from start date)

Local Key Holder (name) \_\_\_\_\_ Phone No. \_\_\_\_\_

Vehicle in Garage? YES \_\_\_ NO \_\_\_ If yes, Tag No. \_\_\_\_\_ Make \_\_\_\_\_ Color \_\_\_\_\_

Vehicle in Driveway/Carport? YES \_\_\_ NO \_\_\_ If yes, Tag No. \_\_\_\_\_ Make \_\_\_\_\_ Color \_\_\_\_\_

Alarm System? YES \_\_\_ NO \_\_\_ If yes, is it registered? YES \_\_\_ NO \_\_\_ Window Shutters? YES \_\_\_ NO \_\_\_

Lights Left On? YES \_\_\_ NO \_\_\_ Days? \_\_\_\_\_ Night Timers? \_\_\_\_\_ Windows Left Open? \_\_\_\_\_

Pets on Premises? Inside \_\_\_\_\_ Outside \_\_\_\_\_ Dog(s) \_\_\_\_\_ Cat(s) \_\_\_\_\_ Other \_\_\_\_\_

Will there be any other vehicles/people on the premises during your absence? YES \_\_\_ NO \_\_\_ (list below)

Fences : Property Fully Fenced \_\_\_\_\_ Back Yard Only \_\_\_\_\_ Gate is Locked? YES \_\_\_ NO \_\_\_

Special information or situations about the premises that should be known during my/our absence:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand and acknowledge that a request for a house check pursuant to this program does not guarantee the safety or security of my property. I further acknowledge that the Volusia County Sheriff's Office is in no way responsible for my property in my absence and that the C.O.P./Volusia County Sheriff's Office may visually and/or physically inspect my premise during their patrols.

**ANY CHANGES IN YOUR RETURN DATE OR IF YOU RETURN EARLY, PLEASE CALL  
(386) 736-5072/DeLand, 424-6862/Daytona Beach-NSB, 3230160/Ormond Beach, 860-7035/Deltona  
If no answer call (386) 943-7866, 323-0151, 860-7030, 423-3301, 668-3830, or 736-5961**

OWNER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
(MUST BE SIGNED BY OWNER/TENANT)

Date House Watch Cancelled by COP: \_\_\_\_\_ by \_\_\_\_\_ DID # \_\_\_\_\_