

VACATION CHECK LIST

- 1. Lock all doors, including the garage door.**
- 2. Lock all windows, including basement and garage windows.**
- 3. Cancel all deliveries such as newspaper, food services, etc.**
- 4. Have mail and newspapers picked up by a neighbor if possible.**
- 5. Have someone pick up handbills and throw-aways.**
- 6. Never leave a note on the door that may indicate your absence.**
- 7. Arrange to have the lawn cut or the snow shoveled.**
- 8. Adjust blinds to make the house/apartment appear to be occupied.**
- 9. Place a light or two on automatic timers.**
- 10. Remove ladders from sight and secure them in locked places.**
- 11. Don't hide keys under doormats or flowerpots or in similar places.**
- 12. Secure items such as jewelry, furs, cameras, credit cards, and checkbooks**
- 13. Arrange for a house-sitter, someone to live in your house while you are away, if possible.**
- 14. Arrange for a neighbor to keep an eye on your property and to report anything suspicious to police.**
- 15. Let a neighbor know where you can be reached in case of an emergency.**
- 16. Arrange with a neighbor to leave his or her car parked in your driveway or in front of your house or apartment.**
- 17. Leave a radio on just inside your doorway.**
- 18. Lower the tone on your telephone.**
- 19. Ask neighbors not to tell strangers such as salespersons and repair persons of your absence.**
- 20. Do not advertise your absence in the local social notices.**
- 21. Notify your local law-enforcement agency of your absence.**