



City of Tye Police Department House Watch Program

The House Watch Program was designed by the City of Tye Police Department to provide peace of mind to our residents while they are away from home for extended periods of time. Information provided by the resident makes it possible to contact them or their designated key holder in the event that the residence may need attention. To participate in the program, residents simply fill out the House Watch Program form, sign it and turn it in to City Hall. The form can be found at City Hall, or online by visiting the City of Tye Police Department's website.

In order for a residence to be placed on House Watch, the following criteria should be met:

- Your residence must be located within Tye city limits
- Only single family residences, duplexes, and individual apartments will be placed on the House Watch list
- The residence must be clearly marked with its address
- Vacant property or homes for sale are not eligible
- No other people may go into or around the residence while it is unoccupied, unless noted on the form
- The occupant must have established residency at the location
- The residence must be vacated for more than 48 hours
- The residence may not remain on the watch for more than 30 days
- The House Watch form must be filled out and signed

Before you leave, do the following for added security:

- stop mail and newspaper delivery
- leave shades/blinds in normal positions
- put automatic timers on lights; set the timers so they will turn on and off at random times in different rooms
- leave a key with a trusted neighbor in case of emergency
- lock all windows and doors
- have someone park a car in your driveway occasionally
- arrange to have the lawn mowed
- shut and lock your garage door
- keep jewelry and other valuables in places other than the master bedroom (this is the first place a burglar looks)
- ask a neighbor to put out your garbage cans

Please note that enrollment does not create a special duty upon the police department to monitor your home. Visual inspections of your home's exterior will be conducted as time and manpower permits. For your safety and ours, please contact us immediately if you return home early.

City of Tye Police Department
205 North Street
325-692-2610 Monday–Friday, 8am-5pm
325-674-1300 After-hours, weekends and holidays



City of Tye Police Department House Watch Program

Date: _____

Owner/Property Information					
Name					
Address					
Home Phone			Cell Phone		Reachable?
					Yes No
Departure Date	AM PM	Return Date	AM PM	Destination	
					Phone (if known)
Emergency Contact Information					
Name		Key Holder	Address		Phone
		Yes No			
		Yes No			
Lighting Information					
List rooms/locations in or outside of the home where lights will either be left on or are on a timer or sensor. If on a timer, indicate turn on and shut off times. Please be as specific as possible. Attach a separate sheet if necessary.					
Alarm Information					
Alarmed House?		Type		Alarm Company	
Yes	No	Burglary	Panic	Fire	Phone
Newspaper/Mail Information		Papers Stopped?		Mail Stopped?	
		Yes	No	Yes	No
Authorized Vehicles on Site					
Make		Model		Color	
Miscellaneous Information					
Will anyone be checking/working on the property (repair people, landscapers, cleaning people, pet sitters, etc.)? Is there any other information we should know? Broken windows? Dogs on property? Attach a separate sheet if necessary.					

I hereby authorize the City of Tye Police Department to enter my property to visually inspect the house exterior and take any action it deems necessary for the protection of my property during my absence. I understand and agree that this is a voluntary, free service and does not create a special duty upon the City and will be provided depending upon weather and manpower. Further, I understand that no guarantee is made, nor assurance given, against loss, theft or damage to the property. The undersigned agrees to hold harmless the City, its employees and agents for any and all claims for personal injury, loss or damage to the property that may be suffered through any action or lack thereof by a representative of the police department.

Signature of Resident

Date