

## HOMEOWNER AWAY CHECK-LIST

If you intend to take a vacation or leave a home unattended for an extended period of time, these recommendations are for the homeowner or tenant for security purposes:

- Have a local person that you trust monitor the home. Ask them to check the house on a regular basis for any suspicious or unusual activity. If possible, leave a key with a person, especially if the home is alarmed so in case of activation the system can be re-set.
- Complete a “Homeowner Away” form with the Mashpee Police Department that will provide what vehicles may be located at the residence, a contact person’s name and number in case of emergency and the duration that the occupant(s) will be away.
- During the winter months, have driveways and walkways cleared of snow so it doesn’t appear that the residence is unoccupied or abandoned.
- During the summer months, attend to items such as lawn mowing so it doesn’t appear that the residence is unoccupied or abandoned.
- Ensure that mail and newspaper deliveries are picked up in a timely manner.
- Ensure that all trash is removed from the property in a timely manner. Do not permit trash containers or barrels to be left at the end of a driveway unattended.
- If possible, install a home security alarm system. However, if that is not an option for you, possibly a secure dead-bolt locking device and motion-detecting lighting system can be installed.
- If possible, have interior lights activated on a timing system during night hours. Alternate which lights are activated by adjusting timing devices through a caretaker.
- If possible, have blinds, shades, curtains or drapes routinely opened or closed by a caretaker so it appears that there has been activity at the residence.
- Prior to your departure, check all windows, doors and possible points of entry to ensure that they are all closed and locked. Repair any possible points of entry that cannot be properly secured.
- Conduct an inventory of all assets within the home, especially expensive electronics or jewelry. In case you ever are a victim, it is important to have the make, model, serial number and detailed description of any stolen item(s). Keep the inventory of said items in a secured place for reference, if necessary. If possible and the item has no serial number, engrave a unique and personal number (such as your license number) onto such property for identification purposes.
- If a caretaker monitoring your home observes or hears suspicious activity, ensure that it is immediately reported to the Mashpee Police Department. For instance, if your neighbor is

watching your home because you leave for the entire winter and a noise is heard at your house or a vehicle is in the driveway that was not expected, the neighbor should immediately notify the police department.

In addition, for the general welfare of your home, we would also recommend the following:

- Consult with plumbing, heating and electrical professionals in order to determine what should be drained, shut down or unplugged on a temporary basis. Frozen pipes during the winter pipes can lead to extensive damage. Ensuring that a home is regularly checked during the winter months and maintaining a minimum temperature is important.
- Check fireplace flues and other similar entry points to ensure that no animals can cause damage to unoccupied homes.

If you have any concerns or questions regarding the safety or security of your home, please don't hesitate to contact a professional security consultant or the Mashpee Police Department.