



## ***Norfolk Police Department Crime Prevention Tips For Burglary Prevention During Vacations***

A vacant house—or one that appears to be vacant—is an appealing target to a burglar. This is true during the work day when everyone may be at work or school, or during a vacation, a weekend away from home, or a business trip. You can alleviate day-to-day worries and make a trip more carefree if you take a few simple steps to reduce the possibility that your home will be burglarized or vandalized while you are gone.

Although you should always be aware of leaving windows and doors closed and locked whenever you will be out of the home, there are a number of things to consider when you are going to away for a weekend or longer.

To help remember, carry this list with you as you prepare to leave, and check off each item as you do it.

Returning to a home that has been broken into is an unpleasant finish to any trip. Never give a burglar an even break.

## **At least one week before you leave:**

1. Notify the post office and the newspaper to discontinue these deliveries so your mail and newspapers do not pile up.
2. Make arrangements to have your grass cut while you are gone. Have someone check daily to remove throwaway paper and circulars from your doorway and yard.
3. If you have valuables in the house, take them to your bank for storage in a safety deposit box. Deposit extra cash in your bank account.
4. Notify the police department about your departure and return dates and give the name and number of a contact person in case of an emergency.
5. Make sure any broken windows, door locks or window locks are repaired.
6. Arrange for a neighbor or relative to watch your house. Let them know how to contact you in case of an emergency.
7. Move all ladders, tools, yard furniture to your garage or shed.

**Have a Safe and  
Pleasant Trip**

## **On the day you leave:**

1. Unplug all electrical appliances such as radios, television sets, irons, washers, and fans to prevent possible damage from electrical storms.
2. Set your thermostat so that your furnace or air conditioner will maintain a reasonable temperature.
3. Close your fireplace flue to prevent birds or animals from entering.
4. Make sure all gas appliances are in good order and that pilot lights are working.
5. Turn off the water to washing machine to prevent possible damage from a broken hose.
6. Turn down the volume on your telephones and answering machine so it cannot be heard from outside.
7. Close and lock all doors and windows.
8. Put window shades or drapes in normal daytime position.
9. If you leave a car in your driveway, make sure that it is locked. If you are taking the car, encourage your neighbor to park in your driveway.
10. Set a timer to turn some lights on and off during the evening hours.
11. Lock your garage door.
12. Make sure the last person out locks the door. Take a walk around your house. Check the door and windows.

