

Vacation Procedures

TIPS BEFORE LEAVING

Burglars are trained to notice the telltale signs of an empty home, and they cannot be easily fooled. Some of the things they look for include unmowed lawns, build up of newspapers, uncollected mail, and lack of interior lighting. Don't ruin a vacation by coming home to an empty, burglarized house. Devote a little time to take the following precautions:

- Lock and double check windows and doors. Don't forget the garage doors and windows.
- Give your house an occupied look by keeping on adequate lights, having someone cut the grass or shovel snow, and suspending all daily deliveries of mail and newspapers.
- Give a nearby relative or trustworthy neighbor a house key so they can make periodic security checks.
- Turn the volume level on the telephone to its lowest setting.

- If you have a monitored electronic security system, verify your emergency notification information with the alarm company.
- Inform your local police or sheriff that you'll be leaving and ask if they provide security checks on unoccupied homes.
- A written record of possessions (Operation Identification) will help to recover your belongings if a robbery should occur.
- When leaving, take a walk around the house and check all doors and windows. Make sure the last person out sets the alarm system and locks the door.

TIPS FOR HOTEL/MOTEL

- Use travelers' checks and credit cards whenever possible. Avoid carrying large amounts of cash.
- Make sure that all luggage and belongings are in the trunk of the car and out of sight.
- Do not leave your luggage unattended when checking in or out of your hotel / motel.



1910 E. Kimberly Road ♦ PO Box 4227 ♦ Davenport, IA 52808 ♦ 800-4-PER-MAR ♦ www.permarsecurity.com

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- Place all valuables in hotel / motel safe deposit as soon as possible.
- While inside your room, use the double lock and chain.
- When leaving your room, close the door by hand, making sure it is locked.
- Protect your room key both inside and outside of your room.
- Notify the desk manager of any suspicious occurrences such as loitering or repeated wrong number phone calls.
- Do not display valuables in front of strangers or hotel personnel.
- While sight-seeing or socializing, do not reveal the room number of your hotel / motel to anyone.

Be as security minded when you travel as you are when you are home. Be alert and aware of your surroundings. Use common sense rules to better ensure your personal safety and the safety of your property.



**SECURITY
SERVICES**

TIPS ON TOURING...SIGHT-SEEING

- Remain with your group or travel in pairs when visiting unfamiliar areas of the city.
- Plan your routes and means of transportation to avoid being stranded without a ride.
- Avoid deserted parking lots and dark shadowy areas by planning your schedule in accordance with busy shopping and entertainment times.
- If your car breaks down, DO NOT leave the vehicle. On the freeways, the State Police will assist you. On surface streets, the appropriate Police Department will come to your aid.

Residential Safeguard Series

- ➔ ABC's of Crime Prevention
- ➔ Babysitter's Guide to Safety
- ➔ Boat & Marina Security
- ➔ Fire Safety at Home
- ➔ Guide to Poison Prevention
- ➔ How Secure is Your Home
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- ➔ Self Protection
- ➔ Vacation Procedures