

VILLAGES OF WESTCREEK VACATION CHECKLIST

<u>TASKS OR ITEMS TO DO</u>	<u>YES OR NO</u>
Stop mail and newspaper deliveries	
Ask neighbor to pick up mail, flyers, and newspapers	
Secured all doors front and rear including garage doors	
Transferred valuables to safe deposit box	
Put times on lamps and radios to come on with a timer	
Checked for burned out light bulbs and replaced them	
Outdoor lighting fixtures are functional	
Yard to be maintained	
Some shades or curtains open for normal look	
Trusted neighbor to check house daily	
Remove messages from answering machine daily	
Message on machine does not indicate we are away	
Did not change your social networking status to indicate you are away	
Alarm system is activated	
All windows secured with a lock or pin	
All gates secured /shed locked	
Neighbor to take out trash/recycling	
Gave key to trusted neighbor	
Trusted neighbor has your cell phone number in the event of an emergency	

STAY SAFE & SECURE AND HAVE A WORRY FREE VACATION!!!