

Phone: 2996007 11 Broadway Papakura

Going away Checklist

This is a very useful checklist that everyone should follow before leaving your home for a holiday.

- 1. Lock all doors and windows, including garage, house and garden shed.
- 2. Cancel postal, newspaper and milk deliveries.
- 3. Lock away all tools and ladders.
- 4. Arrange for lawns and shrubs to be trimmed while you are away.
- 5. Mark all your possessions with your own security mark.
- 6. Display "Beware" signs if you have a dog or alarm advertise it.
- 7. Leave a radio on quietly.
- 8. Do NOT draw your curtains.
- 9. Leave appropriate internal light(s) on connected to a timer so it goes on at night only.
- 10. Advise your neighbours of your plans.

Arrange for mail to be collected or held by the postal service.

- 11. Consult your neighbourhood watch group.
- 12. Divert or unplug your phone.

