



ROYAL OAKS

HOUSE WATCH REQUEST FORM

The House Watch Program is provided to the residents for a maximum of 30 days.

Name: _____ Address: _____

Departure Date: _____ Return Date _____

House Watch Requirements:

*Note: If the property is occupied during your absence, the House Watch is **voided** for security safety!*

- The House Watch Program is not design for homes listed For Sale.
- Please refrain from informing your routine vendors of your departure and return dates to ensure the security of your property.
- The property is required to have active cameras and house alarm for the safety of the guards.
- Be sure to set alarm, secure all doors, and windows of the house prior to leaving.

House Watch Checklist:

- Will the access gate be unlocked for inspection to the rear of the property? YES: (____) NO:(____)
- Will there be any vehicle(s) parked in the driveway? YES: (____) NO: (____)
- Have you stopped the newspaper/US mail/ package delivery service? YES:(____) NO: (____)
- **Be sure to set the alarm, lock the doors, and remove all valuables from the vehicle(s).**

Description of vehicle(s) left in driveway during Resident's absence:

- _____

In case of an emergency contact the following person:

Contact info (name & number): _____

I, RESIDENT of the Royal Oaks Community, authorized RORCOA Management & Security to secure all small delivery packages (max. 50 lbs.) visible from the street and to be relocated to the rear of the property. This service is only provided during the duration of an active House Watch request. Please be advised that RORCOA Management & Allied Security is not responsible for any damages to the items contained in the package.

Resident Signature: _____ Contact Number: _____

Please drop your completed form off at **Main Gate** or email it to: securitymanager@rorcoa.com .

Contact Main Gate Security at (281) 496-5299 **immediately** upon your return to avoid any further house checks.