



Robert Kaminski, Chief of Police

The Watertown Police Department is in process of updating its contact list for residences in Watertown that possess an alarm. For various reasons police need to contact a responsible individual at the residence. By developing a computerized file, the department is able to determine who at the residence should be contacted.

We are requesting the name, address, and phone number of individuals, listed in order of priority, who can respond within 30 minutes, and who have keys to the residence.

All residences with an alarm are urged to complete the form listed below. The form should be completed and returned to the police department as soon as possible. Persons with questions are asked to contact the Communications Supervisor or Office Stacy Schroeder at the Watertown Police Department, 261-6660

Homeowner Name: _____
Homeowner Address: _____
Homeowner Telephone # (Home/Cell): (____) _____
Homeowner Email: _____
Property Owner Name/Address: _____

Is the residence monitored by an alarm company/service? Yes No
If yes, please provide the name and telephone number of the alarm company/service: _____

AFTERHOURS KEYHOLDER INFORMATION

Key Holder/Emergency Contact Name: _____
Home Address/Email Address: _____
Telephone/Cell Number: _____

Key Holder/Emergency Contact Name: _____
Home Address/ Email Address: _____
Telephone/Cell Number: _____

Key Holder/Emergency Contact Name: _____
Home Address/ Email Address: _____
Telephone/Cell Number: _____

INVOICING INFORMATION: Pursuant to City Code §216-4D, a \$90 response fee is charged when the Watertown Police Dept. responds 3 or more times to a business within a 12 month period. Please provide contact information of where an invoice and documentation can be directed to:

Homeowner Name (if different): _____
Contact Name: _____ Phone: (____) _____
Street Address: _____
City: _____ ST: ___ Zip: _____
Email: _____