

Neighborhood Watch Observation Notes



Stay calm
Remain alert to your surroundings
Begin with the basics
Move to the specifics
Broaden your perspective
Add detail

Post-observation activities:

1. Write down your observation as soon as possible.
2. Note the date and time.
3. If activities appear to be unusual, suspicious, or illegal, call for assistance and take the appropriate action according to your agency's policies and procedures.

Date: _____ Time: _____ Observer: _____

Observation: _____

Notes:

Physical Setting - specific location

People - What do they look like? How are they acting? How many are there?

Specific Items - What aspects are important?

Routines - Did you notice any recurring patterns or routines? How often did they occur? Who was involved?



Personal Property Identification Record

If you are a victim of a burglary it is important to know the serial numbers of the items stolen. Without positive identification made possible by a serial number - or a unique number which you may engrave on your property - you may not be able to prove you are the rightful owner if the item is recovered. In addition, having a good record of your valuables makes it easier to report missing items to insurance companies for replacement.

Take a few minutes and record the description, serial numbers, and value of those items which are most likely to be stolen. Many are listed on this form. You should also take pictures especially of jewelry, silver, and antiques. Keep your property record and pictures safe along with insurance papers.



Credit and Charge Cards

Company	Card Number	Company	Card Number

Household and Personal Items

Item	Brand Name	Model #	Serial Number	\$ Value
Television				
Television				
VCR				
CD Player				
Stereo				
MP3 Player				
Microwave				
Computer				
Computer				
Printer				
Watch				
Watch				
Camera				
Camera				
Video Camera				

Automobiles, Motorcycles, Bicycles, Etc.

Make	Year	Model	Serial Number	License Number	\$ Value