

# Neighborhood Watch



## Coordinator's Manual

**SHERIFF'S DEPARTMENT**  
SACRAMENTO COUNTY



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Your group number is \_\_\_\_\_



Sacramento Sheriff's Department  
North Central Division  
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Sacramento, CA 95821

# NEIGHBORHOOD WATCH PROGRAM

*The Neighborhood Watch Program provides intensive crime prevention education to the community as well as establishing a two-way communication system with the Sheriff's Department. The objective of this program is to deter or reduce criminal activity on a residential block. Each block will be organized by a Neighborhood Coordinator so his/her neighbors can be alerted to possible criminal activities on their block. Suspicious activity that has been unreported can be channeled to the local Sheriff's Service Center for correlation on criminal activity. All of the suspicious subjects or vehicle information will be computerized with known criminal activity to further our united effort to combat crime.*

*The Neighborhood Watch program has been extremely successful in combating neighborhood crime in other areas.*

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## WHY SHOULD YOU JOIN NEIGHBORHOOD WATCH?

What's the best crime prevention device ever invented? A good Neighbor!! What, as citizens, can we do to prevent burglary, arson, vandalism, assaults, and drug trafficking? We hear about it on the news, read about it in the newspapers, and sometimes even see it on our streets. Crime is getting closer to each of us. The impact of crime is becoming a reality none of us like. How can we become more resistant to crime?

There is something we can do. Neighbors in communities across the country are joining together to discourage local crime. By cooperating with each other and local law enforcement agencies, people can help fight crime in their community the most effective way - before it begins and as it happens. We call this program "Neighborhood Watch."

The Sheriff's Neighborhood Watch program is designed to encourage Sacramento County residents to assist one another in their own protection. The key to the program is cooperation among Neighbors and the Sheriff's Department. If we know what to look for and what to do about it, we are our own best defense against crime.



Neighborhood Watch is simply when we, as neighbors, look out for each other. It is a self-help crime prevention program that can successfully reduce the incidence not only of burglary, but of other crimes as well.

The active participation of citizens in cooperation with law enforcement to reduce crime involves:

- Neighbors getting to know each other and working together in a program of mutual assistance;
- Citizens being trained to recognize and report suspicious activities in their own neighborhoods; and
- Implementation of crime prevention techniques such as home security and operation identification.

Through Neighborhood Watch, participants are educated in the principles of deterrence, delay, and detection. The program depends on a communication network organized with three levels of participants: the resident, neighborhood watch coordinators/co-coordinators, and a Crime Prevention Specialist from the Sheriff's Department.

**REMEMBER:** The Sheriff's Department cannot be everywhere at once, but the Neighborhood Watch network can. You can be your own best defense in the fight against crime!

## NEIGHBORHOOD COORDINATOR'S RESPONSIBILITY

The person selected as a Neighborhood Watch Coordinator should expend a reasonable amount of time to make this program effective. The following are the Neighborhood Coordinator's responsibilities:

- Organize and arrange Neighborhood Watch meetings with neighbors (allow neighbors to share the responsibility for holding meetings).
- Attend educational and zone meetings with a member of their Neighborhood Watch group, if possible, or send Watch members if unable to attend.
- Develop and maintain a map and master list of all members of their Neighborhood Watch group.
- Distribute information to Neighborhood Watch members - Crime Bulletin, Newsletter, pamphlets and stickers.
- Keep in contact with your Watch members so they are aware of any neighborhood problems such as burglaries and therefore can alert others.
- Act as a spokesperson for your Sheriff's Neighborhood Watch Group.
- Rotate attendance at educational meetings among members of your Neighborhood Watch group.
- Bring information back from educational meetings to inform neighbors who are unable to attend.
- Serve as a liaison between law enforcement, other government agencies and your neighbors.
- Understand and recognize suspicious activity that should be reported to the Sheriff's Department.
- To have an understanding of Sheriff's Department dispatch procedures and to know what Division of the Sheriff's Department to contact for a particular problem.
- To inform neighbors of responsibilities of a Neighborhood Coordinator — What he or she can and cannot do.
- Inform your Crime Prevention Specialist if your home telephone number should change, if you are planning to move from the area or if a new coordinator is elected.

## **STEPS TO ORGANIZE YOUR NEIGHBORHOOD WATCH GROUP**

- Meet with your neighbors, and decide which ones are interested in joining Neighborhood Watch. We recommend 12-15 homes within close proximity, work together as a group.
- Choose a representative to attend a Basic Neighborhood Watch meeting (held monthly). This meeting will instruct the representative on how to start a Neighborhood Watch group.
- Make a map of your neighborhood indicating which addresses are participating in Neighborhood Watch. See the attached sample map on page 6. Submit this map and any updates to your Crime Prevention Specialist.

### **YOUR NEIGHBORHOOD WATCH MAP**

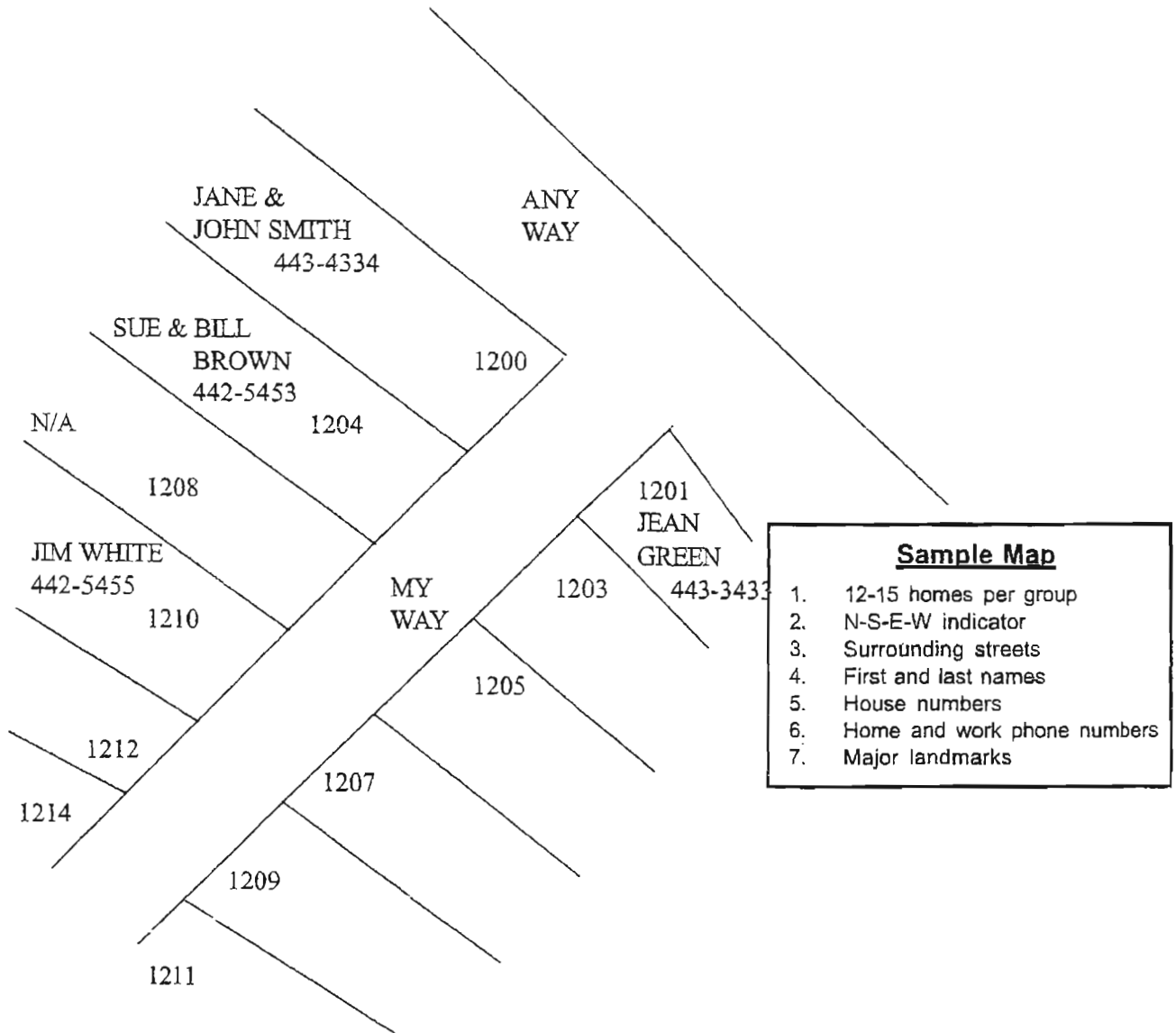
An important part of the Neighborhood Watch program is the map with names and address listings of your group. Please keep them somewhere accessible and easy to find. They will be valuable tools in maintaining your neighborhood security.

With the map, you will be able to see, at a glance, the individual residences on your street, and their relationship to the surrounding area.

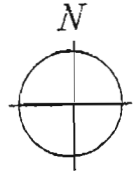
- Your map should be easily legible - clearly identifying surrounding areas (major cross streets) and individual residences.
- Each address should be listed - even if the residence is vacant or not participating in the Neighborhood Watch program.
- Include work and emergency contact phone numbers.
- Your group may want to share information regarding work hours, school schedules, vacations, special needs, etc.
- Should you ever need to call dispatch to report activity occurring on your block, down the street or behind you, the map will help you report the location accurately.

Neighborhood Watch participants can become a great resource to their neighbors.

# SAMPLE NEIGHBORHOOD WATCH MAP



# SHERIFF'S NEIGHBORHOOD WATCH PROGRAM



### *Coordinator's Information*

Group # \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Hm Phone \_\_\_\_\_ Wk Phone \_\_\_\_\_

Number of Households Participating \_\_\_\_\_

Map Date \_\_\_\_\_

Name	Street	Group Number
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# NOW THAT I BELONG TO NEIGHBORHOOD WATCH, WHAT DO I DO?

## BASIC MEETINGS

Check with your area Crime Prevention Specialist on the current schedule of a Basic Neighborhood Watch meeting. The topics of discussion are: Introduction to Neighborhood Watch; How to Join Neighborhood Watch; How to Use a Neighborhood Watch Map; How to Call the Sheriff's Department; Citizen's Arrest; Neighborhood Watch Signs and Displaying Them, and basic Home Security information.

## COORDINATOR'S MEETINGS

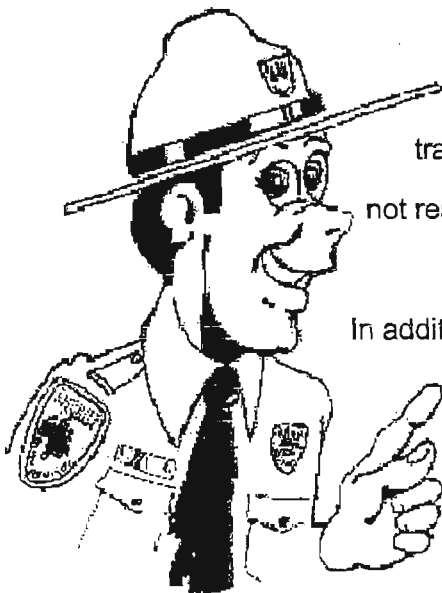
Each area has a regular meeting for all Neighborhood Watch Coordinators. These meetings are intended to provide information to assist you in maintaining and improving your neighborhood. Topics include: Problem Oriented Policing; Code Enforcement; Open Forums; and other topics of interest to you, the Neighborhood Watch Coordinator.

## EDUCATIONAL MEETINGS

Educational Meetings may be available through your local Sheriff's Stationhouse or Service Center. These meetings will cover a wide variety of topics, including: Internet Safety; Drug Awareness; Gang Awareness; Personal Safety; Identity Theft; Home Security and other topics.

Encourage all of your Neighborhood Watch participants and any other neighbors who might be interested to attend these trainings as well. These meetings are open to the public, and are not restricted to Neighborhood Watch participants.

In addition, Sheriff's Department personnel are available to give presentations to your Neighborhood Watch group.



## WHAT SHOULD I CONSIDER SUSPICIOUS?

### SUSPICIOUS PERSONS

Criminals come in all sizes and shapes, juveniles as young as 10 years old and under have been involved in residential burglaries in Sacramento. The typical age of the average burglar is early teens to early twenties. Most of these adolescents are committing two or three burglaries each week. Many of the crimes are committed within one square mile of their own home. They know what is in demand and usually have resources to exchange property for money or drugs. Cash and guns are primary targets followed by jewelry and other easily carried items.

How can you tell who is a potential problem? Something about them will seem out of place!

### SUSPICIOUS ACTIONS



- Loitering or wandering in the area with no apparent reason
- Standing near a home or looking over a fence where the occupants are away
  - Occupied parked vehicles
  - Hiding from light, especially hiding from passing patrol cars
  - Peering into open vehicles or residence doors or windows or mailboxes or over a fence
  - Carrying unusual items such as tools, clothing, appliances, etc.
  - Concealing something under clothing
  - Keeps looking over shoulder to see who is watching
  - Loitering around gates and fences
  - Strange person speaking to children
  - A caller at your door who asks for a nonexistent person
  - Solicitor not in possession of a license
- A slow moving vehicle, without lights or apparent destination

Follow your intuition if they seem suspicious, call the Sheriff's Department .

### SUSPICIOUS SOUNDS

- Dogs barking a warning -type bark
- Unrecognizable voices or banging in a vacant house
- Tires squealing or "peeling out"
- Someone screaming
- Anything you don't normally hear
- Breaking glass

REMEMBER: We are unable to handle problems that are not reported to the Sheriff's Department. Trust your instincts. REPORT WHAT LOOKS SUSPICIOUS!

## HOW TO CALL THE SHERIFF'S DEPARTMENT

### EMERGENCIES

If you are attempting to report a life threatening emergency, criminal in nature or not, or a crime in-progress, simply dial 9-1-1. Take a few slow deep breaths to help yourself stay calm. Do not call your husband, wife, friend or neighbor first, remain calm and dial 9-1-1 to get the help on the way. If you live in the County of Sacramento and you dial 9-1-1 from your home phone, you will reach the Sacramento County Sheriff's Department Communications Bureau. When the call taker answers, state specifically what "type" of emergency you are reporting. If it is a fire or a medical emergency, you will immediately be transferred (with a 1 button transfer, not put on hold) to the County Fire Department Communications Center. Once we have made voice contact, we (the Sac. Co. Sheriff's Dept.) will disconnect and let the Fire Dispatcher take over the call. If you are reporting a vehicle emergency, we will transfer you to the California Highway Patrol Dispatch Center and they will take the call over. If you are reporting a crime in-progress we (the Sac. Co. Sheriff's Dept.) will stay on the line and ask specific questions to ascertain exactly what is happening and how to help you. Please let us direct the line of questioning. We know what questions to ask to get a call put into the system as quickly as possible and dispatched to the location of the emergency. If we have ascertained that it is not a 9-1-1 emergency, we will ask you to call the non-emergency line of the Sheriff's Department 874-5115 or direct you to call the proper authority.

### NON-EMERGENCIES

When you call the Sacramento County Sheriff's Department non-emergency line 874-5115 (Roseville prefixes call 568-1114), your call will be answered by an automated attendant. The automated attendant was designed to assist citizen's with a helpful menu of the most frequently called Sheriff's Department phone numbers.

You will hear a voicemail message just wait for the options.

Your options:	Dial 9-1-1:	For emergency, in-progress felony calls
	Press 1:	To report a crime or have an officer dispatched
	Press 2:	For Citrus Heights Police Department
	Press 3:	For Elk Grove Police Department
	Press 4:	For another division within the Sheriff's Department:
		1 Warrants
		2 Gangs/Narcotics
		3 Detectives
		4 Jails
		5 Patrol
		6 Civil
		7 Records
		8 Property Warehouse
		9 Internal Affairs
		0 Unknown, assistance requested
	Press 5:	Information on Service Centers
	Press 6:	For Internet Web Site information

Due to the high volume of calls received (about 2800 a day) you may be on hold for a few minutes or longer but please be patient, emergency calls take priority to non-emergency calls. Your non-emergency call is answered, a Sheriff's Service Representative will answer, "Sheriff's Dispatch,

(name)." Please state the specific reason for your call and the Sheriff's Service Representative will determine how to assist you with your situation.

### CELLULAR PHONES

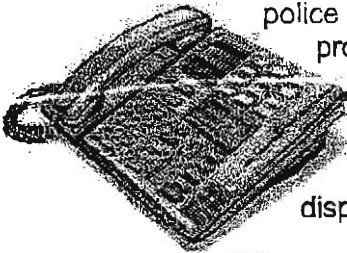
Currently with new technology and cellular phones, it is important to know that if you dial 9-1-1 from a cellular phone, such as a car phone, purse, pocket, or briefcase phone, you will reach the California Highway Patrol Dispatch Center. This was implemented specifically for the citizen who was driving around in their vehicle and witnessing a vehicle emergency. If you are calling from your cellular phone and not reporting a vehicle emergency but are reporting a fire or medical emergency, it would be more effective to dial "0" for the operator and request to be connected to emergency fire dispatch. If your emergency is of a criminal nature and you are in the County of Sacramento, dial "0" for the operator and request to be connected with the Sacramento County Sheriff's Department or dial 874-5111 (Emergency Line).

### CRIME REPORTS

If you have a report that needs to be taken, Community Service Centers in your neighborhood will assist you (Listings of phone numbers are located on page 15). They take the following types of reports:

- Vehicle Burglaries
- Grand and Petty Theft
- Bicycle Theft
- Lost/Stolen Property
- Financial Crimes
- Obscene/Annoying phone calls
- Vandalism
- Incident/Information reports
- Restraining Order Violations
- Missing Persons (not "At Risk")

Additionally, each Service Center offers a variety of services other than the taking of police reports. You can speak with a Crime Prevention Specialist who can provide you with information on topics such as home security, child safety, drug awareness and others.



There are also deputies assigned to each Service Center to work with neighbors who have ongoing problems such as drug houses, neighbor disputes and crime trends.

### IMPORTANT FACTS AND "LITTLE KNOWN FACTS"

Did you know that if you are calling 9-1-1 from the "county" of Sacramento, you will reach the Sacramento County Sheriff's Department. If you are call from the "city" of Sacramento, you will reach the Sacramento City Police Department. **That is the difference between the two law enforcement jurisdictions. The location of the call determines which agency responds to your call for service.**

If you accidentally dial 9-1-1, it is in your best interest to simply state that you dialed incorrectly. If you hang up without advising us of the mis-dial, we have to expend precious and valuable time to call you back or send a high priority call for officers and the fire department. We are not aware that you made a mistake. We might think that you are having a medical or fire emergency.



# SHERIFF'S DEPARTMENT DIVISIONS AND THEIR FUNCTIONS

## FIELD SERVICES

The function of Field Services is to provide Deputy Sheriffs to respond to calls-for-service. It is broken down into six divisions with the American River as the dividing line between North and South Field Services.

Field Services is responsible for taking the original crime report and doing all immediate investigative follow-up at the scene, as well as full follow-up of specific types of crimes. The highly visible nature of the patrol officer is an effective crime deterrent. The primary function of Field Services is the enforcement of criminal code violations. Traffic violation enforcement is not a primary function of the Sheriff's Department, unlike a Police Department.

The following is a listing of the individual Divisions within Field Services:

**North West Division** (6028 Price Ave., Bldg. 1104)

Provides services to the communities of North Highlands, Rio Linda, Elverta and Antelope

**North East Division** (5510 Garfield Ave.)

Provides services to the communities of Carmichael, Orangevale, and Fair Oaks.

**North Central Division** 2500 Marconi Ave Ste 100

Provides services to the Arden/Arcade community.

**East Division** (10361 Rockingham Drive)

Provides services to the communities of Rancho Cordova, Rosemont, Gold River, Rancho Murieta, Butterfield/Riviera East, and surrounding areas.

**Central Division** (4502 Florin Road)

Provides services to the communities of South Sacramento, Florin, and Vintage Park.

**South Division** (9250 Bond Road)

Provides the marked patrol units for the Delta area and the communities of Wilton, Herald and Sheldon. Also charged with the responsibility for the Marine Enforcement Detail.

**Airport Division** (Sacramento International Airport)

Provides all basic law enforcement and security services to the employees and visitors of the Sacramento International Airport.

Additionally, the City of Citrus Heights and the City of Elk Grove Police Departments are located within Field Services.

## **INVESTIGATIVE AND SPECIAL OPERATIONS SERVICES**

Investigative and Special Operations Services comprises all entities of the Centralized Investigations Division, Hi-Tech Crimes Division, Civil Division and Special Operations Division.

Once a criminal report is made by a patrol officer it is processed through the Records Bureau and then to the appropriate investigative unit for review and possible follow-up investigation. Any questions regarding a criminal complaint should be forwarded to the appropriate bureau of the Detective Division.

### **CENTRALIZED INVESTIGATIONS**

Centralized Investigations which is divided into five separate units. Each unit is responsible to follow-up, after the fact, each criminal complaint.

The following is a listing of the individual bureaus and divisions of Centralized Investigations Unit:

#### **Homicide Detail**

All cases involving a death under suspicious circumstances or intent to commit murder, kidnapping with victim over the age of 14

#### **Major Investigations Bureau**

All cases involving transportation, possession, manufacture, or sales of all illegal drugs or narcotics, including marijuana.

#### **Sexual & Elder Abuse Detail**

Handles adult sexual crimes and elder abuse crimes.

#### **Child Abuse Detail**

Handles all crimes against children, physical or sexual, including child abuse, neglect, sexual molestation, pornography, etc.

#### **Domestic Violence Response Team**

Handles all crimes dealing with domestic violence situations and follow up.

#### **Missing Persons Unit**

Processes and investigates cases of runaway children and adults, and the kidnapping of victims under 14 years of age.

### **HI-TECH CRIMES DIVISION**

#### **Robbery Detail**

All cases involving the taking of personal property by force or the threat of violence, including armed robbery and purse snatches.

**Financial Crimes Detail**

Bad checks and the fraudulent use of credit cards, identity theft, and other crimes of a financial nature.

**Hi Tech Crimes Task Force**

Handles all crimes dealing with computers, internet, cable television theft, and cellular telephone cloning.

***CIVIL DIVISION***

The Civil Division handles the serving of civil process for the entire County of Sacramento. Included in these duties are the service of restraining orders and other orders of the Superior and Municipal Courts of Sacramento County.

***SPECIAL OPERATIONS DIVISION***

The Special Operations Division contains most of the specialized units of the Sheriff's Department. Included are the Canine Unit, Mobile Emergency Operations Unit, Motorcycle Enforcement Unit, Mounted Enforcement Unit, and several others.

**ADMINISTRATIVE SERVICES*****ADMINISTRATIVE DIVISION***

The Administrative Division oversees most of the financial and administrative functions of the Sheriff's Department, including fiscal affairs, personnel, payroll and purchasing.

***TECHNICAL SERVICES DIVISION***

The Technical Services Division is a key Division within the Sheriff's Department. This Division contains the Communications Bureau through which all calls-for-services are channeled. When calling for emergency or non-emergency services this Bureau receives the calls and dispatches patrol units to the scene. This Division also is responsible for maintaining all of the criminal reports taken by Sheriffs Deputies and attempt to locate victims to return recovered property. The Identification Bureau within this Division takes and examines fingerprints and makes composite drawings of suspect information. In general, this Division compiles and records technical information for the entire Sheriff's Department.



# SHERIFF

## Sacramento County

### TELEPHONE DIRECTORY TO THE SHERIFF'S DEPARTMENT

#### Community Service Centers (refer to patrol Division maps for appropriate area)

Northwest.. 7511 Watt Avenue, Suite 105 / North Highlands, CA 95660 (Raley's Shopping Ctr.)	332-7794	
Northeast Division 5510 Garfield Ave., Sacramento, CA 95841 .....	874-1000	
Carmichael 4005 Manzanita Ave. / Carmichael, CA 95608 .....	487-4292	
Fair Oaks 8525 Madison Avenue, Suite B3 / Fair Oaks, CA 95628 (Brickyard Shopping Ctr.)	536-9880	
Northcentral.2500 Marconi Ave Ste 100 Sacramento, CA 95821 .....	876-5700	
East.....10361 Rockingham Drive / Sacramento, CA 95670 .....	635-5213	
Central.. .... 4502 Florin Road / Sacramento, CA 95823 (Southgate Shopping Center) .....	424-5106	
South .....	140-C Brannan Island Rd / Isleton, CA 95641 .....	777-4196
Citrus Heights 6229 Fountain Square Drive, Citrus Heights, CA 95621 .....	727-4790	
Elk Grove 9117 E. Stockton Blvd. #100, Elk Grove, CA 95624 .....	686-5705	

#### Centralized Investigations Division

Bias Crimes Unit .....	874-4912
Child Abuse Detail .....	874-5191
Domestic Violence Response Team .....	635-0807
Homicide Detail .....	874-5057
Major Investigations (Narcotics) Detail .....	874-9056
Missing Persons Unit .....	874-5066
Sexual & Elder Abuse Detail .....	874-5070

#### Hi-Tech Crimes Unit

Financial Crimes Detail .....	874-3000
Hi-Tech Crimes Task Force .....	874-3002
Robbery Detail .....	874-5051

#### Technical Services Division

EMERGENCY CALLS .....	911
Non-Emergency Calls .....	874-5115
Toll Free from Citrus Heights	
Non-Emergency Calls .....	568-5115
EMERGENCY CALLS .....	911
Non-Emergency from Elk Grove .....	716-5115
Sheriff's Department TTY (for Hearing Impaired) .....	874-7128
Records Bureau (Report Copies) .....	874-5383



## GUIDELINES FOR PLACEMENT OF NEIGHBORHOOD WATCH SIGNS

The Sacramento County Sheriff's Neighborhood Watch Program supports and encourages the use of Neighborhood Watch warning signs and stickers as an integral part of the Block Watch Program. Signs make a strong communication that you and your neighbors are organized into a group of caring people willing to report suspicious activities to your law enforcement agency.

A variety of warning stickers and signs are available to you. Window stickers are provided to each participant free of cost. Large metal, brightly colored signs suitable for mounting on posts or fences are also available through your Crime Prevention Specialist.



Many Neighborhood Watch groups get together and collectively purchase and install their signs. The advantage of this procedure is that neighbors participate jointly in a crime-fighting project and share the costs.

Participants of the program have requested advice as to where signs should be placed in their neighborhood, and in particular, where they may be placed on the property of another. The following information is offered as a guideline to the placement of Neighborhood Watch signs.

A survey conducted by the Sheriff's Department indicated that program participants feel the signs are more effective when placed on the front yard of a willing program participant. Signs placed in this

manner do not appear to be part of a county-maintained sign program normally associated with traffic signs found erected in the right-of-way area, and for this reason, appear to be more effective.

Signs should be posted adjacent to the sidewalk, but several feet in from the back edge of the sidewalk so as not to conflict with pedestrians or bicycles during nighttime hours. One sign is typically used at the entrance to cul-de-sacs, two signs at opposite ends of thru streets and additional signs where multiple access/entrances exist to other developments or complexes.

The placement of any sign on any county owned bridge, fence, traffic sign, building, tree or public utility pole within the right-of-way of any public highway is illegal and a violation of Section 18.03.010 of the County Code.

The attachment of any sign to any traffic control device is also a violation of the California Vehicle Code (Section 21464(a)), and can be prosecuted as a felony resulting in a state prison sentence if an injury can be attributed to the removal or placement of a sign.

The Sheriff's Department requests your cooperation in the proper and lawful placement of your Neighborhood Watch sign. Failure to comply with the law can result in legal action being taken. Sections 1450 to 1496 of the State of California Streets and Highways Code requires Sacramento County to be responsible for the management of all installations in public rights-of-way. Improper placement of a Neighborhood Watch sign could cause the county, and you personally, to

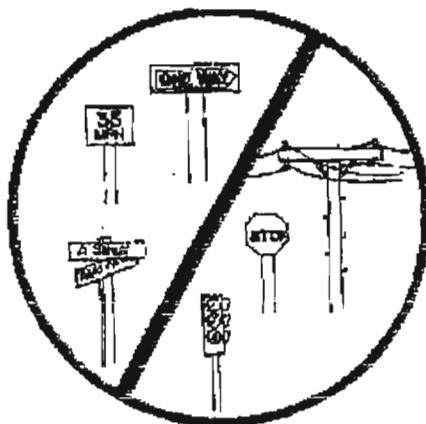
be found liable for accidents caused by the placement of the Neighborhood Watch Sign. As a result of this liability, the County may remove improperly placed signs from the public rights-of-way. Removed signs may be claimed at 4135 Traffic Way (Telephone: 875-2227) for a nominal cost per sign to cover costs of removal.

When placing a Neighborhood Watch Sign, follow these precautions:

- 1) When placing signs near the roadway, locate the sign so that a car driver's vision of traffic signs and traffic control devices is not obscured by your Neighborhood Watch Sign.
- 2) A driver's attention to nearby traffic control devices should not be distracted by the placement of your Neighborhood Watch sign .
- 3) Neighborhood Watch signs near sidewalks, bike lanes, and ditches must be located with horizontal and vertical clearances so that the sign does not become a hazard to pedestrians and bicyclists.
- 4) Neighborhood Watch signs may be placed on your own post, at each end of a street, entrance to a cul-de-sac, etc. to provide high visibility of your sign. Care should be given in the placement of your sign so as to not obstruct the view of existing traffic signs that typically exist near intersections. The bottom of the sign should be placed at a minimum height of seven feet to avoid the hazard of head injuries to pedestrians or bicyclists.

If you need further assistance in locating your sign, please contact your area Crime Prevention Specialist.

#### LOCATIONS NOT ALLOWED



## PLACEMENT ON LIGHT STANDARDS

Many people have requested permission to place their signs on light standards and utility poles. Due to the various number of agencies that have poles within the County, it is difficult to determine which agency has control over the pole in front of your home.

The Department of Public Works maintains control and authority over the street light program. The department has agreed to, and authorized the placement of, Neighborhood Watch signs on light standards only if the following procedure is followed.

Signs will be placed for established Neighborhood Watch groups only. A fee of \$15.00 will be charged for each sign installed. The Neighborhood Watch group must provide the sign. The Department of Public Works will supply all mounting brackets/hardware and the labor to mount the sign. Formal application must be made through your local Crime Prevention Specialist.

Complete, detach and mail the attached application if you desire to have your Neighborhood Watch sign mounted on a light pole. Make personal checks payable to Sacramento County, Department of Public Works. If the utility pole in front of your home is not the property of Sacramento County, your check will be returned to you. You must arrange to leave your sign with a neighbor who is home during the day and can give it to the County work crew for installation.

CUT ALONG DOTTED LINE

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### APPLICATION (UTILITY POLE MOUNTED) NEIGHBORHOOD WATCH SIGN

NAME \_\_\_\_\_ NEIGHBORHOOD WATCH GROUP \_\_\_\_\_

ADDRESS \_\_\_\_\_ WORK TELEPHONE \_\_\_\_\_

\_\_\_\_\_ HOME TELEPHONE \_\_\_\_\_

Precise address of the home where the utility pole to which the Neighborhood Watch sign would be attached is located:

NEIGHBOR TO CONTACT (Will provide sign to County crew):

NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

NOTE: Every attempt will be made to schedule an appointment for installation.

## NEIGHBORHOOD WATCH SIGNS

Neighborhood Watch signs are now available through Sheriff's Office. You may pick up the signs at you local Sheriff's Service Center or Stationhouse. You can make arrangements to have them delivered at your next district meeting or pick them up at the Service Center by calling your Crime Prevention Specialist. These signs are only for those homes/blocks/apartments participating in the Neighborhood Watch Program.

MAKE ALL CHECKS PAYABLE TO Sacramento Sheriff's Department  
North Central Division

12 x 13 Plastic Signs .....	\$3.00 each
12 x 13 Metal Signs .....	\$10.00 each
18 x 24 Reflective Metal Signs .....	\$25.00 each

This price includes all tax and shipping charges.