

## NEIGHBORHOOD WATCH

### WELCOME TO THE NEIGHBORHOOD

Sun City Lincoln Hills Neighborhood Watch (NW) is an adjunct to the National Sheriffs Association. Our purpose is to encourage residents to help themselves by identifying and reporting suspicious activity in their neighborhoods. In addition, NW provides the opportunity to increase safety and improve the quality of life. Besides, it is a great way to meet and build lasting relationships with your neighbors.

Each village is led by a Village Coordinator and several Mailbox Captains. Mail Stations within the village can contain anywhere from 8 to 16 mailboxes. One volunteer from each mail station acts as a MailBox Captain whose job is to obtain and record emergency contact information on the Mailbox Captain Resident Contact Information Form for residents within their mail station. This form has been developed as the primary tool used to contact your family in case of an emergency. The form includes the resident's name, address, phone numbers and email addresses as well as pet information. The Mailbox Captain Resident Contact Information Form is only shared between the Village Coordinator and Mailbox Captain and is to be kept current. Residents are free to share any of their own information with their families, friends and neighbors outside of Neighborhood Watch.

Although each resident is encouraged to sign up to receive their own Alerts, Mailbox Captains will forward Neighborhood Watch public safety and crime-related Alerts to their residents. To sign up for Alerts, go to the Neighborhood Watch website at [sclhwatch.org](http://sclhwatch.org) and click *Add me to Alerts*. An email message will appear – just click Send; no message necessary. Your email address will be added to the Alerts list. The Alert Team can be reached @ [Alerteditor@sclhwatch.org](mailto:Alerteditor@sclhwatch.org).

The Lincoln Police Department (LPD) offers free random safety checks of your home while you're away. To download the *LPD Vacation Home Check Request* form go to [sclhwatch.org/Documents/Forms/Welcome to the Neighborhood](http://sclhwatch.org/Documents/Forms/Welcome to the Neighborhood).

NEW RESIDENT PLEASE PROVIDE THE FOLLOWING INFORMATION AND RETURN TO YOUR MAILBOX CAPTAIN (EMAIL IF POSSIBLE)

Residents Name: \_\_\_\_\_ Move-in Date: \_\_\_\_\_

Address: \_\_\_\_\_ Mailbox #: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Pets Name (s): \_\_\_\_\_ Chipped? \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Key/Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Neighbor or Friend Contact: \_\_\_\_\_ Key/Code: \_\_\_\_\_ Phone: \_\_\_\_\_

MAILBOX CAPTAIN ENTER YOUR INFORMATION PRIOR TO DISTRIBUTING TO RESIDENT

Mailbox Captain's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_