

# ATTENTION BUSINESS OWNERS !

Does the Provo City Police Department know how to Contact you if something happens at your business after hours ?

Notify the Police Department whenever you start a new business or when your business information changes. You should call the Provo City Police Dispatch Center at 801-852-6211 and give your information to a Dispatcher at any time.

**Please fill out this important information and return it to the Provo City Police Department at 48 South 300 West, P.O. Box 1849, Provo Utah 84603**

Business Name \_\_\_\_\_ Business Address \_\_\_\_\_ Business Phone # \_\_\_\_\_

Responsible person that you designate as a “Key Holding” personnel (Please list in order of preference)

1. Name \_\_\_\_\_ Position \_\_\_\_\_ Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

2. Name \_\_\_\_\_ Position \_\_\_\_\_ Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

3. Name \_\_\_\_\_ Position \_\_\_\_\_ Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

4. Name \_\_\_\_\_ Position \_\_\_\_\_ Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Please list any information that would be helpful to Police Officers or Fire Fighter as they respond to your Business (IE : Hazards, Guard Dogs Lock Boxes, Chemicals, etc...)

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**THIS INFORMATION IS KEPT CONFIDENTIAL AND UTILIZED FOR PUBLIC SAFETY PURPOSES ONLY.**

For questions regarding this form please contact Lt. Grossgebauer at 801-852-6250

\*If your business is strictly conducted out of your home with no special circumstances, IE: alarm, hazards, etc. it is not necessary to complete this form.