



Suisun City Police Department

Trespass Letter Authorization

Case # _____

IF APPLICABLE

Incomplete or unsigned declarations will not be valid for prosecution and cannot be processed.

Property Address: _____

Property Owner Name: _____ Date of Birth: _____
OR COMPANY/CORPORATION NAME

Owner Address: _____ City: _____ State: _____ Zip: _____

Phone number(s): _____ Home Work Mobile

Phone number(s): _____ Home Work Mobile

email(s): _____

Property/Company Representative (if different than above)

Representative Name: _____ Date of Birth: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone number(s): _____ Home Work Mobile

Phone number(s): _____ Home Work Mobile

email(s): _____

This property is (check one)

a house an apartment a business vacant land _____

This property is (check all that apply)

closed to the public posted "No Trespassing"*** fenced locked

open to the public during the hours of _____ am/pm to _____ am/pm

I am the owner/representative of the property address listed above. I authorize the Suisun City Police Department to request unauthorized persons to leave the property. If they refuse to leave, or return thereafter, I authorize the Suisun City Police Department to make arrests for trespassing pursuant to section 602 of the Penal Code. I or my representative will be available for contact within a reasonable amount of time. I will assist and cooperate in the prosecution of persons arrested for this offense, appearing in court if required, and providing all necessary information to ensure legal requirements are met. I understand this letter is **valid for six months (30 days if property is open to the public)** from the date of signature, and that it is my responsibility to renew the letter if needed.

Signature: _____

Date: _____ Title, if representative of company: _____

***See reverse for additional information.*

Copy to Dispatch _____ by _____
DATE EMPLOYEE

602 Penal Code excerpt

Except as provided... every person who willfully commits a trespass by any of the following acts is guilty of a misdemeanor:

(l) Entering any lands under cultivation or enclosed by fence, belonging to, or occupied by, another, or entering upon uncultivated or unenclosed lands where signs forbidding trespass are displayed at intervals not less than three to the mile along all exterior boundaries and at all roads and trails entering the lands without the written permission of the owner of the land, the owner's agent, or of the person in lawful possession, and

(1) Refusing or failing to leave the lands immediately upon being requested by the owner of the land, the owner's agent or by the person in lawful possession to leave the lands, or

(2) Tearing down, mutilating, or destroying any sign, signboard, or notice forbidding trespass or hunting on the lands, or

(3) Removing, injuring, unlocking, or tampering with any lock on any gate on or leading into the lands, or

(4) Discharging any firearm.

(m) Entering and occupying real property or structures of any kind without the consent of the owner, the owner's agent, or the person in lawful possession.

(o) Refusing or failing to leave land, real property, or structures belonging to or lawfully occupied by another and not open to the general public, upon being requested to leave by

(1) a peace officer at the request of the owner, the owner's agent, or the person in lawful possession, and upon being informed by the peace officer that he or she is acting at the request of the owner, the owner's agent, or the person in lawful possession, or

(2) the owner, the owner's agent, or the person in lawful possession. The owner, the owner's agent, or the person in lawful possession shall make a separate request to the peace officer on each occasion when the peace officer's assistance in dealing with a trespass is requested.

However, a single request for a peace officer's assistance may be made to cover a limited period of time not to exceed 30 days and identified by specific dates, during which there is a fire hazard or the owner, owner's agent, or person in lawful possession is absent from the premises or property. In addition, a single request for a peace officer's assistance may be made for a period not to exceed six months when the premises or property is closed to the public and posted as being closed. However, this subdivision shall not be applicable to persons engaged in lawful labor union activities ... persons on the premises who are engaging in activities protected by the California or United States Constitution, or to persons who are on the premises at the request of a resident or management and who are not loitering or otherwise suspected of violating or actually violating any law or ordinance.

PERSON(S) AUTHORIZED TO BE ON THE PREMISES:

NONE

Name _____

Phone Number _____

Date(s) Authorized _____

Name _____

Phone Number _____

Date(s) Authorized _____

Name _____

Phone Number _____

Date(s) Authorized _____

PERSON(S) SPECIFICALLY BANNED FROM THE PREMISES:

Name _____

Birth Date (if known) _____

Phone Number _____

Date Notice Given _____

Name _____

Birth Date (if known) _____

Phone Number _____

Date Notice Given _____

Please attach any special instructions or additional information that would be helpful. This would include any gate or lock combinations or keys, surveillance equipment, or other special problems and/or persons. Optional maps and/or photos may be attached separately.

