



GOODYEAR POLICE DEPARTMENT



TRESPASS ENFORCEMENT REQUEST FORM

AUTHORITY TO PATROL PREMISES & ARREST TRESPASSERS

I am the owner occupant designated agent for the premises known as:

Being a: (Check the following which apply) Vacant Lot Parking Lot Business
 Common Area Vacant Residence

Located at: _____
in the City of Goodyear, Arizona.

I hereby authorize the Goodyear Police Department to patrol the premises indicated above and arrest person/s trespassing pursuant to Arizona Revised Statutes sections 13-1501 through 13-1504.

Trespassers include those who are not on the premises to visit or conduct lawful business with the management or a resident of the premise. A person commits criminal trespass by knowingly:

1. Entering or remaining unlawfully on any real property after a reasonable request to leave by the owner or any person having lawful control over such property, or:
2. Are on the premises after a reasonable notice prohibiting entry.

The undersigned agrees to cooperate fully in the prosecution of person/s subsequently arrested for trespassing violations occurring on the premises.

Reasonable requests to leave may be made in person or by posting "NO TRESPASSING" signs, which give reasonable notice prohibiting entry onto your property. The statement "Violators will be prosecuted under ARS 13-1502" must be printed on the sign, preferably in both English and Spanish. Signs must be placed at entryways and must be highly visible. (Example of signs on back side of form.)

This form is valid from the date of signature for 1 year. Any changes in ownership or management must be sent to the police department as soon as possible.

Dated this _____ day of _____, 20_____

Printed Name: _____ Signature: _____ (Owner / Agent)

Owner, Resident, or Designated Agent	
YOUR NAME _____	
Mailing Address _____	Suite/Unit# _____
City _____	State _____ ZipCode _____
Phone _____	Cell _____ (optional)
E-mail _____	*REQUIRED



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NO TRESPASSING ENFORCEMENT GUIDELINES

Employees Only Areas:

It is important to designate specific areas just for employees. Visitors to your business need to know what areas are prohibited to enter. If there are storeroom doors in your business, place a sign on the door/s stating "authorized personnel only" or "employees only." If the business has a counter area for employees only to go behind, place a sign on the counter stating, "authorized personnel behind counter only."

Outside the Business:

Before trespassing becomes an issue for your business, it can be valuable to have a Trespass Enforcement Request form on file. A Trespass Enforcement Request gives police permission to arrest people trespassing on your property when the business is closed, without having to contact owner/management. **No trespassing signs MUST be posted on the property.**

If the business is open for business, an officer will have to make contact with someone to verify that the subject is not a customer or otherwise allowed to be on the property.

A Trespass Enforcement Request is completed by the property owner/agent and then returned to the police department. The forms are then available for officers to utilize at their discretion. The form must contain the signature of the owner/agent. This form needs to be updated on a yearly basis. If any information on the form changes, a new form should be completed and submitted.

This is a crime prevention tool that shows trespassers are not welcome in or around your property.

"No Trespassing" signs are recommended to be placed around your business and are **REQUIRED with the Trespass Enforcement Request**. No trespassing signs can be purchased through sign companies.

Below are examples of No Trespassing signs with the proper legal verbiage. Signs must be placed at entryways and must be visible, as well as every so often throughout the property. They could be mounted on light poles, fences or buildings. They should be mounted at a height where they are visible, but not so low that they can be easily removed, damaged or tampered with.

- Install signage at all entrances to the property.
- Minimum recommended size is 16" by 24", bilingual, and made of metal.



After completing this form, SEND ORIGINAL to:

Goodyear Police Department Attn: Homeless Outreach Team 11 N. 145th ave , Goodyear, AZ 85338