



Daytona Beach Police Department  
129 Valor Blvd.  
Daytona Beach, Florida 32114  
(386) 671-5100

Date: \_\_\_\_\_

Dear Property/Homeowner:

The Daytona Beach Police Department is here to assist you in your efforts to keep trespassers from your property. The types of properties covered by the Trespass Arrest Site Program are as follows:

- Business (when closed)
- Vacant Building
- Vacant residence (in excess of 60 days)
- Vacant lot

Your signature on this form allows law enforcement officers to take the necessary action in your absence. Both sides of the form must be completed to be valid and a notary or law enforcement officer must sign the form.

In order to comply with this Statute, "posted land" must be posted with signs that are placed not more than 500 feet apart along, and at each corner of the boundaries of the land. All signage must be "conspicuous" to anyone entering the property from any direction. The signs must list the name of the owner, lessee, or occupant of the property and state the words "NO TRESPASSING" in letters not less than two (2) inches in height. If any land or structure is open to the public at certain times, the sign(s) must indicate when trespassing is prohibited, i.e., between 7pm and 7am, for example. Sign(s) on a business may simply state "NO TRESPASSING WHEN BUSINESS CLOSED." The signs are to be posted within two weeks of receipt of this letter. After the signs have been erected, the site will be inspected by an officer. If the site meets with specifications, it will remain in the Trespass Arrest Site Program for a twelve month (vacant residence and building) or twenty-four month (business or vacant lot) time period. You will be sent a renewal letter and form prior to the expiry date.

Examples:

Business

**"No Trespassing"**  
When Business is Closed  
John Doe Owner or Company  
Name

Residence

**"No Trespassing"**  
7pm through 7am  
John Doe, Owner

This sign may be purchased in any of the area sign shops or home improvement centers.

If you have any questions, please call the Trespass Arrest Site Coordinator at (386) 671-5364.

Revised 10-28-04

District # \_\_\_\_\_

Date: \_\_\_\_\_

To: Daytona Beach Police Department

This letter is to advise you that no persons are permitted on the premises located at: \_\_\_\_\_, Zip Code \_\_\_\_\_, Daytona Beach, Florida between the hours of \_\_\_\_\_ and \_\_\_\_\_ as posted on the premises. The premises shall include the building and surrounding property owned or controlled by the affiant.

Property type: (Circle one) Business, vacant building, vacant residence, vacant lot

You are hereby authorized to direct persons to leave the premises, to issue trespass warnings, to make trespass-related arrests, and to otherwise act on my behalf in removing trespassers from the property.

The authorization shall continue for twelve (12) calendar months from the date signed above for vacant buildings and vacant residences and (24) calendar months from the date signed above for businesses and vacant lots or if cancelled in writing by my request or by the Chief of Police.

_____	_____
Telephone #	Affiant (please print)
_____	_____
Work #	Affiant (Signature)
_____	_____
Other #	Title

STATE OF FLORIDA  
COUNTY OF VOLUSIA

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, AD \_\_\_\_\_, by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public, State of Florida or Law Enforcement Officer and I.D.#  
Per FSS 117.10

My Commission Expires \_\_\_\_\_  
Commission Number \_\_\_\_\_

Site Inspection: Officer \_\_\_\_\_ I.D.# \_\_\_\_\_ Date \_\_\_\_\_

**TRESPASS ARREST SITE FORM**

Address of (Business/Vacant Building/Vacant Residence/Vacant Lot.  
(Please circle one of the above)

\_\_\_\_\_

Business Name (if applicable) \_\_\_\_\_

Apt. or Unit/Suite Number (if applicable) \_\_\_\_\_  
(Specify area of residential property)

Property Owner's Name (please print) \_\_\_\_\_

Property Owner's Residence Address \_\_\_\_\_

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

Property Owner's Residence Telephone # \_\_\_\_\_

Property Owner's Work Telephone # \_\_\_\_\_

Property Owner's Pager/Cellular Phone # \_\_\_\_\_  
(Circle One)

Co-owner/Manager's Name (if applicable) \_\_\_\_\_

Co-owner/Manager's Residence Address \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Co-owner/Manager's Residence Telephone # \_\_\_\_\_

Co-owner/Manager's Work Telephone # \_\_\_\_\_

Co-owner/Manager's Pager/Cellular Phone # \_\_\_\_\_  
(Circle One)