



GLENDORA POLICE DEPARTMENT

Trespass Arrest Authorization

As required by State law, the Glendora Police Department accepts only Notarized Trespass Arrest Authorizations. Please complete the form below for the address(es) for which you are submitting an authorization.

After the form has been completed, it **MUST** be signed in the presence of a notary and mailed or personally delivered to:

Glendora Police Department
150 S. Glendora Avenue, Glendora, CA 91741
Attention: Records Division

For faster processing, the form can be scanned and emailed to **TrespassLetters@CityofGlendora.gov** The original must still be delivered to the Glendora Police Department.

Person Authorizing Arrest

First Name: _____ Last Name: _____

Email: _____

Contact Phone 1: _____ Cell Home Work

Contact Phone 2: _____ Cell Home Work

Location of Authorization (in the City of Glendora)

Street Number: _____ Street Name: _____

See Multi-Unit Properties Listed on Page 2

Business or Property Name: _____

Property Type: Business Residence Vacant Lot Multi-Unit

Property Status: Closed to the public. Use this option for vacant or abandoned property.

Not open to the general public. Use this option for private property such as a residence, carport, apartment building.

Not open to the general public during specific hours. Use this option for business/commercial property which is open to the public but closed during specific hours.

Effective Date: _____ Expiration Date: _____ (up to 12 months after effective date)

Multi-Unit Properties List (please include all addresses/unit numbers on property)

Confirmation. In accordance with Penal Code section 602, I, the undersigned, am the owner, the owner's agent, or the person in lawful possession of the above referenced property, and I hereby authorize any peace officer of the Glendora Police Department to request any unauthorized person to leave the property at any time the property is not open to the general public, and to arrest any person who refuses or fails to do so. This authorization does not apply to persons engaged in lawful labor union activities or who are on the premises at the request of a resident or management. I understand that this authorization is in effect during my absence from the premises. If I am present when the trespass occurs, it is my responsibility to notify the Glendora Police Department. I acknowledge and agree that this request for a peace officer's assistance shall expire immediately upon transfer of ownership of the property or upon a change in the person in lawful possession.

I, or my agent, will cooperate in the prosecution of anyone arrested for these offenses. I understand that this letter is valid for a maximum period of 12 months, and I must renew the letter at the appropriate time if the need still exists.

MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC:

[] I agree. Signature: _____

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of _____

On _____, before me, _____
(insert name and title of the officer)

personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)