

# Protect Your Apartment from Burglary

**Apartment** living can be a community of strangers under one roof. Opportunities to steal or burglarize tend to increase in apartments when certain conditions are present. Residents should review and follow the following suggestions, designed to help apartment dwellers overcome these hazards and prevent thefts. You can increase the overall security and

## HELP BURGLAR-PROOF YOUR APARTMENT

1. Affix the police number **9-1-1** to your phone.
2. Keep keys in your possession. Don't place them under mats, over doors, in mail-slots or in other obvious places.
3. Never allow strangers to enter your apartment. Refer salesmen, solicitors, information seekers, etc. to the manager.
4. Keep money, jewels, furs and valuable collections to a minimum. Utilize safe deposit boxes and fur storage.
5. Know serial numbers and descriptions of all valuables and appliances. Engrave these items.
6. Keep mailbox empty. Accumulation of mail, circulars and papers indicates your absence.
7. If you are a single woman, do not place your full name on the identification slot. Use first and middle initials.
8. Don't leave notes for any delivery services advertising your absence. Stop delivery while on vacation.
9. Install good locks and a chain on your apartment door. Peepholes in doors are helpful.
10. Always double check doors and windows before leaving. Make certain they are locked.
11. Utilize a timer for lamp or radio to give your apartment an occupied sound or look.
12. Develop a buddy system or a Town Watch system with your neighbors in the apartment house to help protect each other's property.
13. Notify the building superintendent if you leave for an extended vacation. He will make checks.
14. Cooperate with all other tenants in keeping the outer main doors locked. Don't release the door lock unless you are sure who is requesting entrance.
15. Report suspicious strangers, sounds or actions to police immediately. Call 9-1-1 first. Then notify the building superintendent or your friends.

The elimination of crimes committed against apartments and apartment dwellers must be a cooperative effort. The residents, management, maintenance staff and police working together can burglar proof your apartment.

IF YOU SEE – HEAR - OR SUSPECT A CRIME IS BEING COMMITTED OR BELIEVE A CRIME WILL BE COMMITTED - **CALL 9-1-1** AND TELL WHAT IS HAPPENING OR ABOUT TO HAPPEN.