

- Never leave notes on your door that reveal that your home is not occupied.
- Join a neighborhood watch group. If there is not one in your neighborhood start one.
- Help keep your neighborhood clean.



Burglary Prevention Checklist

Outside Perimeter

- ✓ Are doors fitted with dead-bolt locks?
- ✓ Are your doors of solid construction?
- ✓ Do your doors fit their frames snugly?
- ✓ Are strike plates properly secured?
- ✓ Do you have key locks on inside doors within arms reach of windows?
- ✓ Are door hinges vulnerable?
- ✓ Do you lock your porch and garage?
- ✓ Do you lock your doors when away from home for short periods?
- ✓ Do you lock the doors out of your view when working in the yard?
- ✓ Do you avoid leaving keys hidden near access doors?
- ✓ Do you leave notes on the door to indicate your absence?
- ✓ Are your windows fitted with locks and do you lock them?
- ✓ Are sliding doors and windows secured with a track pin or Charlie Bar?
- ✓ Do you keep tools, ladders, etc. in places inaccessible to potential burglars?
- ✓ Do you store lawn mowers, snowblowers, gas barbeques, etc. out of sight when not in use?
- ✓ Do you light the outside of your home to discourage prowling or loitering?
- ✓ When you move to a new residence do you hire a reliable locksmith to re-key all locks?
- ✓ Do you change your locks immediately if your keys are lost or stolen?



Inside Security

- ✓ Do you refuse to provide Information regarding your property to telephone surveys?
- ✓ Do you avoid leaving valuables, coin collections

- or large amounts of cash at home?
- ✓ Do you leave lights on and a radio playing when out for short periods?
- ✓ Have you marked your valuables or recorded serial numbers for identification? DataDots can help protect your assets and aid in the recovery of stolen property. For more information about DataDots technology or to purchase DataDots, visit www.datadotusa.com.



Vacation Security

- ✓ Do you notify a neighbor of your travel plans and give a key with a request for a periodic house check?
- ✓ Do you leave window shades in the normal positions?
- ✓ Do not cancel all deliveries-ask a neighbor to help.
- ✓ Do you make arrangements for your yard to be kept up and any mail or brochures to be picked up?
- ✓ If you own a second car, do you park it in the driveway?
- ✓ Do you use a light timer on interior and exterior lights?
- ✓ Do you double check all doors and windows to be sure they are properly secured before leaving?



Apartment Security

- ✓ Do you refer unknown persons seeking entrance to the manager?
- ✓ Do you report suspicious activities to the police?
- ✓ Do you advise the manager of any travel plans and request apartment checks and mail pick-up?
- ✓ Do you store valuable property in a safe or safety deposit box?

IF YOUR ANSWER IS "NO" TO ANY OF THE ABOVE, YOU SHOULD IMPROVE YOUR HOME SECURITY.

You may feel additional home security is an unnecessary financial burden. It is one of the few ways you can permanently protect your family, yourself and your home. It also must be stressed that most home security can be vastly improved by improving existing windows, doors, landscaping and lighting.



Richland County Sheriff's Department
5623 Two Notch Road
Columbia, SC 29223
(803) 576-3000
www.rcsd.net



BURGLARY PREVENTION

A burglary is reported every 15 seconds in the United States. Follow these simple steps and you can reduce the possibility that you will be targeted.

RICHLAND COUNTY
SHERIFF'S DEPARTMENT
WWW.RCSD.NET (803) 576-3000



LEON LOTT, SHERIFF



As your Sheriff, it is my responsibility to give you information that will protect you and your family.

Burglary is one crime that a few simple safety steps taken can prevent. We offer FREE security analysis and training; and, the steps we will teach you will make your home and community safer.

Please contact the Richland County Sheriff's Department Community Action Team for more information at 576-3118. Our Web site (www.rcsd.net) is an additional resource for safety information and support services.



To Reduce the Risk of Becoming a Victim of Burglary...

Doors and Windows

- All exterior doors should be solid core or metal. *Keep doors locked and garage doors closed even when at home.*
- All entry doors should be equipped with a double cylinder deadbolt with a minimum one-inch throw and a key readily available for an emergency exit.
- The deadbolt lock should use a heavy-duty strike plate secured with 12 gauge three-inch wood screws.
- All exit doors with outside hinges should have their hinges pinned.
- Install a peephole with at least a 180-degree viewing area.
- Secure all sliding glass doors with an anti-lifting device and a secondary locking device.
- Windows should have secondary locking devices on each window.



Exterior and Landscape

- Install lights in areas around doors, walkways, and driveways.
- Locate outside lights high and out of reach of intruders.
- Use inexpensive timers or photo electric cells to automatically turn the lights on and off at dusk and dawn.
- Trim shrubbery and trees so doors and windows are visible from the street.
- Prune trees so that a thief cannot use them to reach a second floor window.
- To discourage an intruder, plant thorny hostile plants along fences. Fences should not block the view of entry doors and gates. Do not leave ladders or tools outside; they can assist a person in gaining entry.
- Install large reflective numbers (minimum 3 inches) on your house and mailbox so police and other emergency.

Alarm Systems

- Choose a reputable, well established company.

- Learn how to use your alarm system properly to reduce false alarms.
- Do not write your alarm code/password on or near the alarm keypad.
- Put a warning sign on windows and door.
- Make sure your alarm call back list is always up to date.



Additional Information

- Acknowledge all callers through locked doors.
- Keep doors, windows and garage doors closed and locked even when at home.
- Before moving into a new house or apartment, re-key or change the locks on all exterior doors, also change the code to your garage door opener.
- Draw all curtains or shades at night to prevent viewing from the street.
- Never leave a house key in an obvious place such as a mailbox, under plants or a doormat.
- When traveling, keep your home looking lived-in by having grass cut, mail and newspapers picked up, and lights turned on and off.
- Keep a current inventory of all your valuables. Include photos or video, descriptions, and serial numbers of all electronic equipment.
- Engrave valuables with your South Carolina driver license number (preceded by the letters "SC"). In the event your home is burglarized, this will help police identify the property if it is recovered. Engraving property can also help with insurance claims.
- Secure cash and jewelry in bonded storage.
- Have the Richland County Sheriff's Department conduct a FREE 20 minute security analysis by calling 576-3118.



Getting Involved

- Know who belongs in your neighborhood. Report suspicious persons immediately.
- Be alert in protecting not only your home but your neighbors as well.
- Don't tell a stranger that your neighbor is not at home or volunteer any personal information about your neighbor.