

How to Complete the Authority to Arrest Trespassers Form

Designate Precinct

Write the name of the precinct the property is located in.

Line 1 - "Premises Known as"

Complete this space with the name of the property if it has one; for example, Rick and Tony's Auto Repair Shop, Vacant Lot #123, Vacant House.

Line 2 - "Located at"

Give the exact address of the property if it has one or directions to the premises; for example, 1234 North 56th Street, Northeast corner of Main Street & Maple Avenue.

Personal Information

Please provide us with this information including a mailing address so we can identify you as the responsible person in the even of an arrest. This information is for prosecution purposes only.

Title

We need to know what position you hold relative to the property in question; for example, owner, manager, agent.

Address Information for Precincts:

Black Mountain – 33355 N. Cave Creek Rd., Phoenix, AZ 85331

Cactus Park – 12220 N. 39th Ave. Phoenix, AZ 85029

Central City – 1902 S. 16th St. Phoenix, AZ 85034

Desert Horizon – 16030 Nth 56th St. Phoenix, AZ 85254

Estrella Mountain – 2111 S. 99th Ave. Tolleson, AZ 85353

Maryvale – 6180 W. Encanto Blvd. Phoenix, AZ 85035

Mountain View – 2075 E. Maryland St. Phoenix, AZ 85016

South Mountain – 400 W. Southern Ave. Phoenix, AZ 85041

Authority to Arrest Renewals or Change in Status:

"Authority to Arrest" forms are valid for one year. Thirty days before the expiration, owners/agents will receive a reminder of expiration via the registered/primary e-mail address on file that the Authority to Arrest form will need to be completed again and submitted to remain valid. Additionally, if there are changes in ownership/agent status, a new form will need to be completed and submitted to the Phoenix Police Department.

NO TRESPASSING SIGNS

Before trespassing becomes an issue for your business, it can be valuable to have an Authority to Arrest Trespassers form on file. An Authority to Arrest Trespassers 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.

"No Trespassing" signs are recommended to be placed around your business and are REQUIRED with the Authority to Arrest Trespassers form. No Trespassing signs can be purchased through sign companies.

Below are examples of No Trespassing signs with the proper legal verbiage. The signs need to be placed at all reasonable entrances, 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 common entrances to the property.

Minimum recommended size is 16" by 24", bilingual, and made of metal.





City of Phoenix
Phoenix Police Department

(Precinct Name)

Authority To Arrest Trespassers

The undersigned owner, occupant, or 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 Phoenix, Arizona, hereby authorizes the Phoenix 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 premises. 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. This authority applies 24 hours a day.

The undersigned agrees to cooperate fully in the prosecution of person/s subsequently arrested for trespassing violations occurring on the premises. Trespassing signage must be posted on the property.

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

Dated this _____ day of _____, 20_____

TERMS OF ACCEPTANCE AND SIGNATURE			
Owner, Resident, or Designated Agent			
I, the [Owner, Resident, or Designated Agent] for this premises, warrant the truthfulness of the information provided on this Authority to Arrest form.			
_____ Electronic Signature (Please type your first and last name)			
_____ Title	_____ Date of Birth		
_____ Mailing Address	_____ City	_____ State	_____ Zip Code
_____ E-Mail Address	_____ Home Phone	_____ Work Phone	
I understand that by checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms of Acceptance.			