

# California Trespass Enforcement Authorization

*Generic property-owner / authorized-agent request for police assistance*

**Important:** This template is for requesting police assistance relating to trespass issues in California. It does not require a law-enforcement agency to act, does not replace legal notice or civil process, and should not be used against any lawful tenant, lawful occupant, employee, invited guest, or any person otherwise legally entitled to be on the property.

## 1. Law-Enforcement Agency Information

Police Department / Sheriff's Office

Station / Area / Beat

Authorization Effective Date

Expiration Date

Recommended term: up to 12 months, unless the local agency requires a shorter period.

## 2. Property Information

Property Address

  

Property Type

- ☐ Single-family residential
- ☐ Multi-unit residential
- ☐ Commercial / retail
- ☐ Industrial
- ☐ Vacant lot / undeveloped property
- ☐ Other:

Areas Covered by Authorization

- ☐ Entire property
- ☐ Exterior/common areas only
- ☐ Parking areas
- ☐ Fenced or gated areas
- ☐ Other:

**Important exclusion:** This form does not authorize entry into an occupied dwelling unit or removal of a lawful occupant without lawful authority and any legally required process.

## 3. Owner / Authorized Agent

I certify that I am:

- ☐ The property owner
- ☐ The owner's authorized agent or property manager
- ☐ A person otherwise in lawful possession or control of the property

Name

**Business / Organization****Mailing Address****Telephone****Email****If signing as agent/manager, describe or attach proof of authority****4. Authorization for Trespass Enforcement Assistance**

I request that the law-enforcement agency identified above respond to and investigate reports of suspected trespass on the property described in this form, and take action consistent with applicable California law and agency policy.

I authorize officers to contact persons on the property, determine whether they have permission or another lawful right to be present, direct unauthorized persons to leave when legally appropriate, issue warnings or citations when authorized, and take any other lawful enforcement action supported by applicable law, probable cause, and local policy.

This authorization applies only to persons who are **not** owners, lawful tenants, lawful occupants, authorized residents, authorized employees, invited guests, customers, vendors, contractors, delivery personnel, government personnel performing official duties, or any other person legally entitled to be present.

**5. Access Status and Notice Method****A. Property Not Generally Open to the Public**

- ☐ Property is posted with conspicuous "No Trespassing" or equivalent signs
- ☐ Property is fenced, gated, locked, or otherwise marked as restricted
- ☐ Unauthorized persons have been personally told or otherwise clearly notified to leave
- ☐ Other notice / access control measure:

**B. Property Generally Open to the Public**

- ☐ Property is open to the public only during these hours:

- ☐ Request that officers, when legally appropriate, direct unauthorized persons to leave
- ☐ I understand that enforcement may require notice, warning, refusal to leave, return after notice, or other facts required by law and local policy

## 6. Persons With Permission to Be on the Property

Select or describe categories of persons authorized to enter or remain:

- |                                                          |                                                                      |
|----------------------------------------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> Residents / tenants             | <input type="checkbox"/> Delivery personnel                          |
| <input type="checkbox"/> Employees                       | <input type="checkbox"/> Service providers                           |
| <input type="checkbox"/> Customers during business hours | <input type="checkbox"/> Guests of residents or authorized occupants |
| <input type="checkbox"/> Contractors / vendors           | <input type="checkbox"/> Other                                       |

### Additional verification instructions

## 7. Property Manager / On-Call Contact

Name

Role / Title

Telephone

Alternate Telephone

Email

Availability

## 8. Cooperation and Documentation

I agree to cooperate with law enforcement and, when requested, provide available documentation supporting ownership, possession, management authority, property posting, prior warnings, surveillance footage, photographs, witness information, or other relevant evidence.

I understand that:

1. This form does not create a duty for officers to arrest, cite, remove, or prosecute any person.
2. Officers will make their own determination under applicable law and department policy.
3. This authorization may be revoked at any time by written notice to the law-enforcement agency.
4. I am responsible for ensuring that the information provided is accurate and current.
5. This authorization does not substitute for civil eviction procedures, court orders, or any other required legal process.

## 9. Certification and Signature

I declare that the information in this form is true and correct to the best of my knowledge. I understand that knowingly providing false information to law enforcement may have legal consequences.

**Signature of Owner / Authorized Agent**

**Date**

**Printed Name**

## 10. Law-Enforcement Agency Use Only

**Date Received**

**Received By**

**Report / Authorization Number**

**Expiration Date Entered**

**Notes / Conditions**