

KEYHOLDERS INDEX



'Be security smart - Register Now'.

'The Police System for Recording Keyholders Particulars'.



Be Security Smart - Be part of the Keyholder System

A speedy and accurate response by police is essential to protect your property in adverse situations. To achieve this, police need your help.

By registering your after-hours keyholders with police, you can help them to quickly access or arrange the security of your premises in the event of burglary, storm damage, fire, and/or wilful or accidental damage.

This information may be periodically updated at your local police station.

Register YOUR business now by completing the attached form, and forwarding it to the Officer in Charge of your local police station.

If your business is already recorded, check with your local police to ensure their keyholders index contains up-to-date information.

KEYHOLDERS - BE SECURITY SMART.... REGISTER NOW

Disclaimer: "This brochure contains general guidelines only for increasing personal security and security in Business. The Queensland Police Service in providing this information makes no representation nor gives any warranty or guarantee concerning the safety of persons or property."

INFORMATION SUPPLIED WILL BE FOR POLICE USE ONLY.

All Businesses can be targets for crime

Effective security measures will reduce the opportunity for crime. Security however, should be adapted to suit the needs of your business. Consider the following when developing your security plan:

- Be Security Smart-Always lock your premises.
- Property identification involves marking your. business property with an individual code. (See Property Identification brochure).
- Do not mark key tags with personal or business details. e.g. name and address.
- Knowledge of key locations and safe combinations should be on "needs only" basis.
- Always use security devices and systems that are installed.
- Does your business have a security plan?

For further information in relation to Personal Safety and Security in Business including:

- Small Business Security.
- Property Identification.
- Motor Vehicle Security.
- Security in the Home.
- Step Ahead-Personal Safety brochure series.

Contact your local Police Station.



Your Local Police Station Number is:

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How to complete this form

Date: Date form is completed e.g. 270898

Street Numbers: When more than one number show as 25 - 30

• Floor No: Can be level number e.g. Basement 2 is B2

Shop No: Individual shop or office number.

• Name of Form: Use the name displayed at the front of the premises.

Keyholders: Initials followed by Surname e.g. CE DETED C



BEFORE COMPLETING FORM. PLEASE USE PRINTED CAPITALS.

	bllowed by Surname e.g. $ C E - P E ^2$	IENS	
Comments: Any other "caretake	r details to assist e.g. r on premises" or "explosives stored on	Date	
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	ETED FORM TO YOUR LOCAL PO	DLICE STATION	
ame of Firm			
treet Numbers	Street (Name only)	Rd, St, Ave, e	etc
orner (if applicable)	Suburb		
hopping Town, Building Name, A	Arcade etc (if applicable)	Floor No. Shop N	10.
ype of Building e.g. warehouse.	shop, school,office, supermarket	Phone No. of Fire	m
		There is a second of the secon	
st Keyholder's Name	Address	Post Code	е
hone No		Mobile Phone No.	
nd Keyholder's Name	Address	Phone No.	
ecurity Firm Name	Address	Phone No.	
Comment .g. savage dog,			
ghts on premises			
FOR POLICE USE ONLY TICK THE RELEVANT BOX.			
NAME OF PERSON MAKING AL	TERATION		
		Division District Region	
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