



Dear Property Owner or Manager:

At some point in time owners, managers, or individuals of private property experience problems with subjects who trespass on their property. These subjects may be involved in illegal activities including trespassing, gang activity, panhandling, and narcotics-related crimes. Trespass citations have become an important tool for Visalia Police Officers in eliminating such activities. There are several sections of the California Penal Code that specifically address subjects who trespass and/or loiter without lawful business and/or the owner's consent.

Based on the frequency with which Visalia Police Officers are called to enforce trespass laws and violations at your property, we have provided you the opportunity to sign a TRESPASS ENFORCEMENT PROGRAM (TEP) form for the property. This written authorization provides the authority for Visalia Police Officers to act on your behalf when you or someone else entitled to use the property is not present and addresses the issue of consent. By signing this authorization in advance, you enable the Visalia Police Officers to patrol your property and enforce, if necessary, any and all applicable violations which occur.

In most situations, a Visalia Police Officer, acting as your agent for the sole purpose of enforcing California Penal Code Sec. 602, will ask the subject to leave the property. If the subject refuses or fails to leave, they may then be arrested. If they do leave when asked by the Officer, and return at a later date or time, they may be arrested without further warning. If the District Attorney files the case, you, the owner or manager of the property, may be subpoenaed to court. You are treated as the victim in these types of cases.

Once you have signed your written authorization for enforcement, and provide a letter (On your business letterhead) requesting to be placed on the Trespass Enforcement Program, due to transient behavior, loiterers, etc., a TEP number will be assigned to your property; it will remain valid for 30 days. If your property is closed to the public and posted as being closed, your written authorization will remain in effect for up to six (6) months from the date it is signed. **IT IS THE RESPONSIBILITY OF THE PROPERTY OWNER or MANAGER** to renew this authorization every 30 days or 6 months depending on property usage. Please email vpd.tep@visalia.city and request to renew the Trespass Enforcement Program form with the Visalia Police Department. Signage for posting on your property is provided by you and its placement will be verified. Sign requirements are attached with the proper verbiage and dimensions.

With your cooperation, we can work together to reduce or eliminate recurrent trespass problems and associated crimes on your property.

JASON SALAZAR
CHIEF OF POLICE

Visalia Police Department

Case# _____

Visalia Police Department Trespass Enforcement Program

Start Date: _____

End Date: _____

_____, the _____(owner/agent)

in lawful possession of the property located at _____

(the "Property"), additionally, this location is referred to as _____

(Business Name).

I herein delegate any duly sworn Police Officer of the Visalia Police Department ("VPD") to act as my agent for the sole purpose of enforcing California Penal Code Sec. 602, gives VPD the authority to act pursuant to this request. I specifically designate the officers of VPD as my agent for this sole purpose and grant authority to request persons who are trespassing to leave the above referenced property. I also agree to cooperate fully with any prosecution brought by or on behalf of law enforcement authorities acting at my request and agree to appear and testify in court if called on to do so.

I understand this authorization is for a limited time period, which shall not exceed thirty (30) days when the property is posted and the owner, agent or person in lawful possession is not absent from the property. If the property is closed to the public and posted as being closed, the period of time this authorization is to remain in effect shall not exceed six (6) months, and the property must be fenced or posted with no less than three (3) signs to a mile, along all entries and exterior boundaries.

I shall hold harmless the City of Visalia from any and all damages to property or injuries to persons resulting from or arising out of the acts, errors, or omissions of VPD in its performance of this request.

Case # _____

**Visalia Police Department
Trespass Enforcement Program**

I further understand that it shall be my responsibility to renew this authorization once it has expired. I agree to notify the Visalia Police Department in the event I sell or relinquish ownership, agency, or lawful possession of the Property. This authorization shall remain in full force and effect for the term set forth above, unless otherwise renewed, or until revoked by me in writing.

Business Name: _____ Business Phone: _____

Business Address: _____ City and Zip: _____

Operation Days: _____ Operation Hours: _____

Contact Name: _____ Signature: _____

Contact Phone: _____ CA Driver's License#: _____

Email Address: _____

FOR OFFICE USE ONLY

Witnessed by _____ (May be same as officer taking report)

Date Received by VPD: _____

Renewed by _____ on _____ through _____

Renewed by _____ on _____ through _____

Renewed by _____ on _____ through _____

Renewed by _____ on _____ through _____

Renewed by _____ on _____ through _____

Renewed by _____ on _____ through _____

NO TRESPASSING

THE OWNER OF THIS PROPERTY
HEREBY AUTHORIZES THE
VISALIA POLICE DEPARTMENT
TO PATROL THE PREMISES AND
ARREST PERSONS TRESPASSING
PURSUANT TO CALIFORNIA
PENAL CODE SECTION 602.
TRESPASSERS INCLUDE THOSE
WHO ARE NOT ON THE
PREMISES TO VISIT OR
CONDUCT LAWFUL BUSINESS
WITH THE MANAGEMENT OR
THE TENANT OF THE PREMISES.
VPD TEP # _____

(These are the sign requirements. Not to be put on the sign)

Be posted in a conspicuous place making it easily viewable by persons entering or standing in the commercial parking area. Where necessary to be easily viewable due to the size or configuration of the area, more than one sign shall be posted.

Signs must have a size of not less than eighteen (18) by twenty-four (24) inches and not exceeding a total area of six (6) square feet.

Contain a notice with lettering not less than one (1) inch in height

NOTICE

You must attach a letter (On your business letterhead) Requesting to participate in the Trespass Enforcement Program (TEP). List the reasons why you are requesting participation e.g..... Transients sleeping, loitering, urinating, drinking, using drugs, etc... on your property.

-Attach this letterhead form with completed application and return/email back to VPD