



A Safety Checklist for Folks in Apartments

LET'S LOOK AT THE BUILDING

- ☐ Is there some kind of control over who enters and leaves the building?
- ☐ Are entrances, parking areas, hallways, stairways, and laundry rooms well-lighted?
- ☐ Are fire stairs locked from the stairwell side?
- ☐ Are laundry rooms and storage areas kept locked?
- ☐ Do ground floor windows have well-secured grilles or grates?
- ☐ Are mail boxes in a well-traveled area? Do they have good locks?
- ☐ Have any apartments been burglarized recently? If so, how did the thieves get in?

YOUR OWN UNIT

- ☐ Does the entry door have a deadbolt lock and peephole?
- ☐ Are sliding glass doors leading to balconies secured by pins in the frame or a wooden rod in the track?
- ☐ Does the management permit tenants to change locks when they move in?
- ☐ Do you leave a radio playing and a light on while you are gone?
- ☐ Do you alert your neighbors or your building manager when you leave for a trip or vacation?

GET TO KNOW YOUR NEIGHBORS AND WORK TOGETHER

- Think about organizing an Apartment Watch so neighbors can look out for each other.
- In large complexes and buildings, consider volunteer tenant patrols to watch for crime in and around the building, provide escort services for the elderly and people who may be out at night, or sit in the lobby to monitor people entering the building. Teenagers can be a great resource for these efforts.
- Work to insure that management provides adequate building security.
- If someone has been the victim of a crime, be a good neighbor. Lend an ear and lead them to others who can help.



Check Your Safety Habits at Home

- ☐ Do you know your neighbors? Do you look out for them? Do they look out for you?
- ☐ When the door bell rings, do you check to see who it is before opening the door?
- ☐ Do you always ask a sales person, meter reader, repair or delivery person to show an identification card before letting him or her in?
- ☐ Do you caution your children and babysitters not to open the door to unexpected visitors and delivery persons?
- ☐ Have you and your neighbors cleaned up dirty alleys, litter and broken windows? They all attract crime to your neighborhood.
- ☐ Do you hang up immediately on nuisance and obscene phone calls?
- ☐ Have you posted emergency numbers for police, fire and paramedics on every phone in the house?
- ☐ If you are at home, working or just relaxing, are your doors locked?
- ☐ If you have to leave your children at home alone, do you make sure they know where you can be reached, when you are coming home, and the name and number of a friend or neighbor to call in an emergency?
- ☐ Do you and your neighbors have a phone network to alert each other to suspicious activity?
- ☐ Do you procrastinate a few days before replacing a burned out lightbulb over your front door, garage, or yard?
- ☐ Do you keep blinds, shades, and drapes closed at night?
- ☐ Do you test your smoke alarms and, if you have one, the burglar alarm, once a month?