



LETTER OF AGENCY (TRESPASS ARREST AUTHORIZATION)
LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
MALIBU / LOST HILLS STATION

Date _____

To: Malibu/Lost Hills Sheriff Station Phone (818) 878-1808
27050 Agoura Road Fax (818) 880-5209
Calabasas, CA 91301 Attn: Watch Deputy (LostHillsWatchDeputies@lasd.org)

LOCATION: I am the [] owner or [] agent in care and control of the property located at:

(Provide complete address including number & street, unit (if applicable), city, state and zip code)

The property is a: [] house [] apartment [] commercial building [] vacant lot
[] other (describe) _____

From _____
(Print or type: Last Name, First Name, Middle Initial, and Date of Birth for person submitting Letter of Agency)

Home Address _____

Home Phone _____ Cell: _____

Business Address _____

Business Phone _____ Fax Number _____

Persons Authorized to be on Premises: _____

I certify that the property listed above is closed to the public and is posted as "NO TRESPASSING" per Penal Code Section 554.1. I hereby authorize the Los Angeles County Sheriff's Department to arrest or remove for trespassing (602 P.C.) any person(s) found on the property without my written consent, or without lawful purpose. In addition, such described person(s) who are using any utilities (natural gas, electricity, water) while trespassing are in violation of 498(b)(1) and (5) P.C., theft of utilities.

I also acknowledge that in order to enforce the Penal Code Section, it is my duty to assist in the prosecution of all persons who trespass on my property or who commit acts inconsistent with the peace and quiet of my neighborhood. This obligation may include testifying in open court if and when any case is to proceed to trial.

I understand that this letter is valid for a maximum period of twelve months and it is my responsibility to renew the letter at that time if the need still exists.

(Signature) _____ (Date) _____

(Print Name) _____

DO NOT WRITE BELOW THIS LINE — FOR OFFICE USE ONLY

Location hazard entered by Watch Deputy _____ Date _____

GUIDELINES FOR LETTERS OF AGENCY

Dear Business or Residential Property Owner:

The current Letter of Agency Program is being revised to assist in the prosecution of trespassers. In the future, your property must adhere to the following guidelines:

Business Property Owners:

1. An updated Letter of Agency must be signed and on file at the Sheriff's Station. It **must** be renewed once a year.
2. Your property must be **posted** with a sign prohibiting trespassing. The sign must include the hours your business is closed.
3. During regular business hours, you may be requested to sign a private person's arrest form to arrest a trespasser on your property.

Residential Property Owners:

1. An updated Letter of Agency must be signed and on file at the Sheriff's Station. It **must** be renewed once a year.
2. Your residential property must be **posted** with a sign prohibiting trespassing except for owners, tenants or their invited guests.

In addition to these requirements, you may also be required to appear in court if a person is arrested on your property for trespassing.

If your property already meets these requirements, or when you have made the required changes, please complete the attached Letter of Agency. You may return it to the Sheriff's Station by email, fax, mail, or in person.

If you have any questions regarding the requirements of the new Letter of Agency, please contact the Malibu/Lost Hills Sheriff's Station at (818) 878-1808 and ask for the Watch Deputy.

Thank you for your cooperation with this program.

Los Angeles County Sheriff's Department
Malibu/Lost Hills Station