

Preparation for a long-term absence

Are you a snowbird getting ready to leave for the season, or are you a full-time resident who will vacation away from SaddleBrooke in the summer, or do you stay around all year? Here are some safety tips for you. You need to decide which of these tips apply to your situation. NOTE: Saddlebrooke 2 Patrol no longer does vacation checks. However, you should have on file with them a Resident Emergency Notification Request. This request is available at the HOA2 Administration Office or online at the HOA2 website. To obtain from the website you need to sign-in as a homeowner, go to My HOA2, Governance/Policies, Forms & Feedback, Other Forms, Resident Emergency Notification and print the form out. Here is a link: [chrome-extension: here](#). The completed form should be delivered to the HOA2 Administration Building.

- Highly recommended you engage a house sitter while you're gone.
- Leave a contact list for house sitter including alternate contacts.
- Leave a copy of any Homeowner Warranty in case of any covered failure. You should also have policy information.
- Suggest a minimum bi-weekly house visit.
- Keep outside looking like someone is there.
- Empty mailbox and distribution tubes.
- Look for signs of termites / pack rats outside and inside.
- Clean leaves or other debris from front entrance and patio areas.
- Flush toilets to prevent a scum buildup and add water to sink traps to prevent sewer gas.
- Check inside temperature to see if air conditioning / heating is running.
- Turn off water at shutoff valve located on outside of garage below the hose bib. Turn off all faucets in house.
- Turn off water control valves to wash machine.
- Turn off gas supply to dryer if you can safely reach it.
- Put down safety bars on patio doors.
- Install poles in tracks of all windows to reduce opening from the outside. Installing in Patio doors is an extra protection.
- Lock your door deadbolts, including the door between the garage and the villa.
- Strengthen your door locks by installing longer screws in the door jamb receiver plate.
- Lock windows.
- Remove the garage door opener disconnect cord. This is usually a red or yellow cord with a handle hanging from your garage door opener trolley.
- Turn your garage door opener system lock on. Make sure you have a house door key if you do this. Remember this will stop the use of a remote control.
- Cancel newspaper delivery.
- Use multiple lights on timers and vary the timer settings from room to room.
- Put your TV or radio on a timer. Sound will make it appear someone is home.
- Let your roof mate and other neighbors know when you will be gone. Give them contact numbers for your house sitter, yourself and another contact.
- Install signs indicating your house has an alarm system, even if it doesn't.
- Install a whole house surge suppressor. Arizona is a high lightning occurrence state.
- If leaving, turn off ice maker in refrigerator, otherwise ice maker may attempt to make ice even if no water is present and could overheat or burn out.
- Empty and turn off refrigerator or leave it running? Your choice.
- Unplug or turn off circuit breakers for phantom users of electricity. Examples are clocks, microwaves, stoves, TVs, computers, printers, washers, dryers.
- File change of address with Post Office.
- Unplug hot water heater circulating pump.

- Turn hot water heater to pilot or vacation mode
- Clean grill so as not to attract pack rats or other critters. If putting grill inside house or garage, remove propane tank and store outside.
- Leaving some patio furniture out can give the impression of someone being home.
- SaddleBrooke TWO Patrol does not recommend putting a rock or other method of blocking the distribution tubes on your mailbox standards. They feel this is a sure sign no one is home. You should have someone empty these tubes on a regular basis, as a full tube is also a sign of no one home.