



# CITY OF ATASCADERO POLICE DEPARTMENT

"Dedicated to Professional Service"



**JOE ALLEN**  
Interim Chief of Police

Date: \_\_\_\_\_

Dear Business Owner:

The following information is used by the Atascadero Police Department when contact is necessary for safety or criminal purposes; such as an injured employee, an unsecured door or window, a break-in, or threat of property damage. Your assistance in keeping our files current with accurate, complete information helps us provide you the best service possible. **Local contact information is crucial for responses. If cell phones are listed, please ensure they are left on at night.**

Please complete and return this form to the Atascadero Police Department. Feel free to indicate any additional information you feel could be useful to the Police or Fire Departments in the event our response is required. If you have an alarm company or combination lock/gate at the location, please indicate below. **In the event we were not provided emergency contact information for your business and response is necessary, your business is subject to fees according to the Atascadero Municipal Code section 3-5.1004.** If additional space is needed please use the back of this form. Please include a separate mailing address if applicable. If you have any questions please contact (805)461-5051.

Sincerely,

Joe Allen  
Interim Chief of Police

By: \_\_\_\_\_

### BUSINESS EMERGENCY CONTACT INFORMATION

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Hours of Operation: \_\_\_\_\_

Alarm Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of Owner/Manager: \_\_\_\_\_

Name of First Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Second Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Third Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Last Updated: \_\_\_\_\_ Business Closed as of: \_\_\_\_\_

5505 EL CAMINO REAL • ATASCADERO, CA 93422

General Business: (805) 461-5051 Administrative Services: (805) 470-3200 Watch Commander: (805) 470-3280 Fax: (805) 461-3702  
www.atascadero.org