SHT
SMITH, HALL, & TUNSON
LEGAL SERVICES

Security Patrol Daily Activity Log

Date:_____

Guard:_____

Post:_____

Time On:_____

Time Off:_____

Total Hours:_____

Mileage:_____

Gas Expenditure:_____

Road
Incidents:_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____.

Activity w/Timestamp

1.. What did you check?

(A)   Routine Patrol

(B)   Fire Patrol

(C) Transients/Loiterers

(D) Suspicious Persons

(E) Suspicious Vehicles

(F) Damages

(G) Unsecured Doors

(H) Other:
_____
_____
_____
_____
_____
_____
_____

Officer Initials: _____

SHT Security *Initials:* _____

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_____
_____
_____
_____
_____
_____.

2. What was the vehicle and foot traffic like?

(A)   Slow

(B)   Moderate

(C)   Fast

3. Were there any damages to the property or any other assets?

Yes

No

Explain?
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____.

4. Were there any transients on the property?

Yes/No

How many?_____

5. Were there any suspicious persons or vehicles?

Yes/No

How many?

Persons _____

Vehicles _____

6. Were there any unsecured doors that should have been locked?

Yes/No

How many?_____

What location(s)?
_____
_____
_____
_____
_____
_____

Officer Initials: _____   SHT Security _Initials:_ _____

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_____
_____
_____
_____
_____.

7. Was there any law enforcement/police contact?

Yes/No

What happened?

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____.

Notes w/Timestamp:

_____

_Officer Initials: _____   SHT Security _Initials: _____

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For, _____   For, _____
Authorized Signatory   Authorized Signatory

Name: Name:

Date: Date:

Officer Initials: _____   SHT Security *Initials:* _____