



**This letter is a legal document and cannot be altered in any way.  
PLEASE PRINT**

# TRESPASS ENFORCEMENT REQUEST

**TO:** Chief of Police, Mesa Police Department

**FROM:** **YOUR** Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Suite/Unit # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone (\_\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_\_) \_\_\_\_\_ (optional)  
E-mail \_\_\_\_\_ \* **REQUIRED**

I am the:  Owner  Manager  Other (specify) \_\_\_\_\_

I, \_\_\_\_\_, as the owner or person having lawful control of

**BUSINESS / PROPERTY NAME:** \_\_\_\_\_

**LOCATED AT (street address only; no intersections):** \_\_\_\_\_,

hereby authorize the Mesa Police Department and its officers to act as my agents in enforcing the provisions of ARS 13-1502. Officers of the Mesa Police Department are specifically authorized to make reasonable requests to leave of any persons in or on the premises at a time or in a place wherein the premises are not open to the public. Furthermore, the officers are authorized to act as agents of the owner in arresting and prosecuting any persons who refuse a reasonable request to leave given by the officers.

Reasonable requests to leave may be made in person or by posting **“NO TRESPASSING” signs**, which give reasonable notice prohibiting entry on your property. The statement **“Violators will be prosecuted under ARS 13-1502”** must be printed on the sign, preferably in both English and Spanish. Signs must be placed at entryways and be highly visible.

The undersigned agrees to cooperate fully in the prosecution of persons subsequently arrested for violations occurring on the premises and certifies that he/she is the owner or person having lawful control over the premises listed above.

This authorization is in effect for one year from the date received by the Mesa Police Department. **The undersigned owner agrees to notify Mesa Police Department in writing when this authority is revoked or amended and any change in contact information.**

For emergency contact purposes, I can be reached **by phone after hours** at \_\_\_\_\_, or **by phone during normal business hours** at \_\_\_\_\_. **If you reside out-of-state, please list local contact person’s name, full address & phone number as stickers are mailed:**

\_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**After completing this form, SEND ORIGINAL to:**

Mesa Police Department  
Attn: Trespass Enforcement  
P.O. Box 1466  
Mesa, AZ 85211

<b>ADMINISTRATION USE ONLY DO NOT WRITE IN THIS BOX</b>	
District:	_____
Date received:	_____
Date expires:	_____
By:	_____