



SECURE LOCKBOX PROGRAM

The program is designed to allow emergency services personnel* to access a home in emergency situations where forced entry may be necessary.

Are you concerned about how emergency services personnel would get into your home if you or someone you know were alone, unconscious or unable to get to the door?



Who is the program for?

The Secure Lockbox Program is primarily for elderly residents who live alone, are physically challenged, or have a medical condition with a probability that it be necessary to call 911 for assistance.

How does this program work?

The WeSERV Member Engagement Committee will administer the program while Sierra Vista Fire & Medical Services will individually assign lockboxes. In addition, information, installation, and access attached to each lockbox will be stored in the participating Sierra Vista Fire and Medical's Computer Aided Dispatch Database. This allows for storage of confidential information and creates a systematic emergency response. The best part of the program is that it's free to qualifying residents.

Follow these easy steps to get your secure lockbox!

1. Thoroughly read the information provided above. For questions about the program, please contact Sierra Vista Fire & Medical Services at 520-417-4400.
2. Complete the Secure Lockbox Program application and submit it to SVF&MS by emailing SVFDAdmin@SierraVistaAZ.gov or by dropping it off at Fire Station 3, located at 675 Giulio Cesare Ave. Please print the form to fill out the signature line and scan or photograph the completed form to email it.
3. You will be contacted regarding your application status. Upon approval, your residence will be added to the lockbox installation schedule.
4. Lockboxes are installed one (1) designated day per month by authorized personnel. You will be contacted prior to that exact date to ensure someone is present during the lockbox installation.

*Upon installation, the lockbox can ONLY be used by emergency services personnel in case emergency help may be needed. Emergency Services Personnel includes law enforcement, fire, and emergency medical personnel.

For more information, contact WeSERV at 520-458-7802.

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SECURE LOCKBOX PROGRAM APPLICATION



Lockbox Number

1. APPLICANT INFORMATION

FULL NAME _____

ADDRESS _____ UNIT/APT # _____

CITY _____ STATE/ZIP _____

HOME TELEPHONE _____ MOBILE TELEPHONE _____

2. NAMES OF ADDITIONAL PEOPLE LIVING IN HOME

FULL NAME _____ FULL NAME _____

FULL NAME _____ FULL NAME _____

3. EMERGENCY CONTACTS

CONTACT #1 FULL NAME _____

ADDRESS _____ UNIT/APT # _____

CITY _____ STATE/ZIP _____

TELEPHONE #1 _____ TELEPHONE #2 _____

CONTACT #2 FULL NAME _____

ADDRESS _____ UNIT/APT # _____

CITY _____ STATE/ZIP _____

TELEPHONE #1 _____ TELEPHONE #2 _____

6. LIABILITY RELEASE

On this the ___ day of _____, _____, intending to be legally bound hereby, the undersigned agrees and does hereby release from liability and indemnify and hold harmless the West and SouthEast REALTORS® of the Valley (WeSERV), and any of its employees or agents representing or related to WeSERV, and the City of Sierra Vista, its employees, officers, officials, directors, representatives and agents, from and against any an all claims, lawsuits, liabilities, judgments, damages, losses, and expenses of any kind or nature, including personal injury or death; property damage, destruction or other impairment; and all costs and expenses, including attorneys' fees and expenses, arising from or related to the undersigned's participation in the Secure Lockbox Program.

PLEASE NOTE: If the lockbox is no longer needed, please contact Sierra Vista Fire & Medical Services at 520-417-4400 or SVFAdmin@sierravistaaz.gov.

APPLICANT NAME (PLEASE PRINT)

APPLICANT SIGNATURE

DATE

2. NOTES

2. OTHER RELEVANT INFORMATION

PETS: YES NO

EXPLAIN _____

ALARM: YES NO

EXPLAIN _____

MEDICAL: YES NO

EXPLAIN _____

REASON FOR APPLICATION:

SECURE LOCKBOX PROGRAM RULES OF UNDERSTANDING

1. Participation in this program is purely voluntary.
2. Lockboxes remain the property of the West and SouthEast REALTORS® of the Valley (WeSERV).
3. Contact Sierra Vista Fire & Medical Services at 520-417-4400 or SVFAdmin@sierravistaaz.gov if:
 - a. The master locks or ownership in the residence changes.
 - b. A new key needs to be placed in the lockbox.
 - c. The lockbox is no longer needed or you would like the lockbox to be removed.

*This lockbox can only be used in emergency situations by emergency services personnel. Emergency services personnel includes law enforcement, fire, and emergency medical personnel.