

## Management Practices/Environmental Features that Can Reduce Problems at Motels\*

Policy/Action	Already Do	Will Implement	Comments
Completely limit pedestrian and vehicle access to the property and rooms by a fence, gate, security guard or other means**	<input type="checkbox"/>	<input type="checkbox"/>	
Require and record information from a photo ID from all <b>visitors</b> , as well as for all guests	<input type="checkbox"/>	<input type="checkbox"/>	
<i>(For local guests – a high risk clientele)</i>  Collect name, address and phone number of person's employer, and name and telephone for emergency contact	<input type="checkbox"/>	<input type="checkbox"/>	
Collect and visually verify vehicle license #; issue dated parking permit; tow vehicles without valid parking passes	<input type="checkbox"/>	<input type="checkbox"/>	
Require guests and visitors to be 21 unless with guardian	<input type="checkbox"/>	<input type="checkbox"/>	
No visitors between 10 p.m. and 6 a.m.	<input type="checkbox"/>	<input type="checkbox"/>	
Post house rules in lobby and rooms/require guest/visitor signature on rules – let guests and visitors know their registration information is shared with police department	<input type="checkbox"/>	<input type="checkbox"/>	

\*The measures listed in this document have worked to reduce problems in other communities, or have promise based on criminological theory. None of these measures are specifically recommended for your motel – only you, the motel manager/owner, know whether any of these (or other) measures will work best to reduce crime and disorder at your property. **\*\*Many of these measures require complete pedestrian and vehicle access control to be effectively implemented.**

Policy/Action	Already Do	Will Implement	Comments
Require credit card imprint from guests	<input type="checkbox"/>	<input type="checkbox"/>	
Require 1-2 night cash deposit from local/long-term guests	<input type="checkbox"/>	<input type="checkbox"/>	
Conduct credit and reference checks on guests staying longer than 7 days	<input type="checkbox"/>	<input type="checkbox"/>	
Employ security staff who patrol randomly, and proactively contact people as they come onto the property	<input type="checkbox"/>	<input type="checkbox"/>	
Inspect the rooms of guests that refuse maid service/engage in suspicious behavior	<input type="checkbox"/>	<input type="checkbox"/>	
Install CCTV in lobby, parking lot, pool area, other problem locations	<input type="checkbox"/>	<input type="checkbox"/>	
Have a motel manager on site on a 24-hour basis	<input type="checkbox"/>	<input type="checkbox"/>	
Have 2 staff on site on a 24-hour basis	<input type="checkbox"/>	<input type="checkbox"/>	
Don't rent to guests for more than 28 days in a 3-month period	<input type="checkbox"/>	<input type="checkbox"/>	
Install deadbolt locks, peepholes, and door chains/swing bars on all room doors	<input type="checkbox"/>	<input type="checkbox"/>	
Prohibit "back-in" parking	<input type="checkbox"/>	<input type="checkbox"/>	