



Trespass Letter of Consent for a Specific Individual

I, _____, person in charge of the business or premises known as _____, located at _____, do hereby designate each and every police officer, now and hereafter, employed by the City of Albany as my agent and representative for the purpose of enforcing sections 164.245 and 164.255 (Criminal Trespass) of the Oregon Revised Statute.

This authorization letter allows a police officer to act on your behalf to immediately resolve an ongoing trespass issue with a known named individual. The responsible party above affirms that the individual(s) listed below has been notified that they are trespassed from the property and advised not to return. A full name (first and last name) and a date of birth is required for a valid trespass letter.

Name: _____ Date of Birth: _____

Trespassed for: 6 months 1 Year Indefinitely

Name: _____ Date of Birth: _____

Trespassed for: 6 months 1 Year Indefinitely

This authorization shall continue in full force and for the length of time selected. If this Trespass Letter of Consent needs to be changed, please submit a new form or notify the department in writing to rescind your current letter.

Dated the _____ day of _____, 20 _____

Signature of Responsible Party: _____

Printed Name: _____

Home Address: _____

Email: _____ Phone: _____

Other Contact Information: _____

Completed forms can be returned to:

Albany Police Department
Trespass Letter
2600 Pacific Blvd SW
Albany, OR 97321
Email: PoliceRecords@albanyoregon.gov
Fax: 541-928-6692