



At apartment complexes and residential premises, enforcement of the trespassing law will normally require a verbal notice to leave or some type of written notice to the specific person. Officers will not make a judgement on who is or is not a resident or invited guest. The owner or an agent for the owner, e.g., a manager, a security agency, etc., will normally have to assist in warning persons off the property and/or in identifying any trespassers. Under special circumstances with the approval of the Community Services Commander, other arrangements may be made to enforce the trespassing law.

During business hours, enforcement of the trespassing law will normally require a verbal notice to leave or some type of written notice to the specific person. Officers will not make a judgement on who is or is not a customer of a business, so an agent, employee, or manager of the business will normally have to assist in warning persons off the property.

After business hours, No Trespassing Signs posted on a property may serve as a basis to enforce trespassing laws if the signs give notice that anyone entering the property is considered a trespasser and the signs are posted so that anyone entering the property will be able to see them. If there is more than one entrance to the property, it may be necessary to post several signs to make sure that anyone entering the property has an opportunity to see a sign. The signs should be posted where they will be illuminated by street lights or where car headlights will hit the sign when the car enters the property. Lettering should be large enough for people to read. The presence of such signs does not obligate the Department to patrol the property for trespassers.

Any property owner/manager/agent wanting the criminal trespass law enforced on property under their control must sign an Authorization for Criminal Trespass Warnings form. Execution of this form and any efforts by the Waco Police Department to enforce criminal trespass laws does not obligate the Waco Police Department to patrol any specific property for any specific hours or days.

Suggested wording for trespass signs is as follows:

<p><i>No trespassing sign for Single family residence or Vacant lot.</i></p>	<p style="text-align: center;"><b>NO TRESPASSING!</b></p> <p>Persons entering without permission of owner will be considered trespassers and criminal charges may be filed.</p>
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<p><i>No trespassing sign for apartments or multi-family units.</i></p>	<p style="text-align: center;"><b>NO TRESPASSING!</b></p> <p>Entry on and use of these premises is for tenants and guests of <i>{name of apartment complex}</i>. All others will be considered trespassers and criminal charges may be filed. Vehicles may be towed at vehicle owner's expense.</p>
	<p style="text-align: center;"><b>NO TRESPASSING!</b></p> <p>Entry on and use of these premises is for tenants and guests of <i>{name of apartment complex}</i>. All others will be considered trespassers and criminal charges may be filed. The Management reserves the right to prohibit specific persons from entry on these premises and entry by such persons will be considered trespassing. Vehicles may be towed at vehicle owner's expense.</p>

<p><i>No trespassing sign at business.</i></p>	<p style="text-align: center;"><b>NO TRESPASSING!</b></p> <p>Entry on and use of parking lot is for customers and employees of <i>{name of business}</i>. All others are trespassing and criminal charges may be filed. (optional) Vehicles may be towed away at the vehicle owner's expense.</p>
	<p style="text-align: center;"><b>NO TRESPASSING!</b></p> <p>Parking, driving, or standing on this lot after business hours is prohibited. Violators will be considered trespassers and criminal charges may be filed. (optional) Vehicles may be towed at owner's expense.</p>

**WACO POLICE DEPARTMENT  
CITY OF WACO, TEXAS**



**AUTHORIZATION FOR  
CRIMINAL TRESPASS WARNINGS**

PROPERTY ADDRESS	<i>WPD USE ONLY:</i> Property Location
BUSINESS NAME                      BUSINESS TELEPHONE	Police Day Beat _____
DAYS & HOURS OF OPERATION	PROPERTY TYPE <input type="checkbox"/> Residential Use (single family/duplex) <input type="checkbox"/> Apartment/Other multi-family <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> Commercial or Industrial Structure <input type="checkbox"/> Vacant Structure <input type="checkbox"/> Vacant Property - No Building
PRINT NAME (Last, First, Middle Initial)	<input type="checkbox"/> Property Owner <input type="checkbox"/> Property Occupant <input type="checkbox"/> Lessee
ADDRESS (if different from above)	TELEPHONE HOME _____ WORK _____
NAME OF PROPERTY OWNER (if different from name listed above)	OWNER'S TELEPHONE NUMBER HOME _____
ADDRESS OF PROPERTY OWNER	WORK _____

I will assist the Waco Police Department, the Waco City Attorney's Office, and the McLennan County District Attorney's Office in the prosecution of any person charged with a criminal offense on the above described property.

I hereby authorize officers of the Waco Police Dept. to enforce Texas Penal Code Section 30.05, Criminal Trespass, and to warn and direct persons to leave the above described property or business, subject to the trespass enforcement policy of Waco P.D. I am granting this limited authority to Waco P.D. and requesting that officers enforce the Criminal Trespass provision on said property, including the parking areas. This limited authority does not obligate the Waco P.D. to patrol the described premises for or at any specific hours or days.

To enforce trespass laws, when requested, I will cooperate with Waco P.D. by having an agent, employee, or manager verbally warn persons to leave or give written notices to leave the property described above. As requested, I will cooperate with Waco P.D. by placing signs on the above described property. Such signs will notify persons that I have authorized the Waco Police Dept. to enforce criminal trespass laws or provide warning to who will be considered trespassers on such property.

This authorization shall remain valid unless revoked by me in writing. If I sell or give up control over the property described above, I will notify the Waco Police Department.

SIGNATURE	EFFECTIVE DATE
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WITNESS:	WITNESS:
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<i>WPD USE ONLY:</i>	Approved for Enforcement by Waco P.D.:	Date:
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ENTERED INTO CAD	Date:	Time:	By:
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