

# CRIME PREVENTION PATROL AGENCY

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7000 Regent Parkway • Fort Mill, SC 29715

**TO:** ALL OFFICERS  
**FROM:** CHIEF  
**SUBJECT: VEHICLE LOGS**  
**DATE:** 1/19/2007  
**CC:**

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In an effort to make things a little easier you will no longer be required to turn the vehicle logs in before you leave for your site.

What this does mean, if you see new damage, the vehicle is trashed inside or the oil is low you must contact a supervisor BEFORE you leave the parking lot. If you leave and there was new damage to the vehicle etc. you bought it! Meaning it is now your responsibility. So if the damage was done by someone else they just got a free pass.

Contact a supervisor or the person assigned to Regent Park to verify or you will be held liable for the damage, trash and/or low oil.

The vehicle logs then need to be put back on the shelf at the end of your shift.

If anyone does not understand this memo then ask or we will take it you understand.