



# HOLIDAY SAFETY TIPS



## automated TELLER machines (atm )

If you must use an ATM, choose one that is located inside a shopping center or market, or a well-lit location. Withdraw only the amount of cash you need.

Protect your PIN by shielding the ATM keypad from anyone who is standing near you.

Do not throw your ATM receipt away at the ATM location.

## DRIVING

Keep all car doors locked and windows closed while in or out of your car. Set your alarm or use an anti-theft device.

Do not leave packages or valuables on the seat of your car. This creates a temptation for thieves. If you must leave something in the car, lock it in the trunk or put it out of sight.

Be sure to locate your keys prior to going to your car.

Keep a secure hold on your purse, handbag and parcels. Do not put them down or on top of the car in order to open the door.

When approaching and leaving your vehicle be aware of your surroundings.

Do not approach your car alone if there are suspicious people in the area.

Ask mall or store security for an escort before leaving your shopping location.

## SHOPPING

Shop during daylight hours whenever possible. If you must shop at night, go with a friend or family member.

Dress casually and comfortably.

Avoid wearing expensive jewelry.

Even though you are rushed and thinking about a thousand things, stay alert to your surroundings.

Avoid carrying large amounts of cash.

Pay for purchases with a credit card when possible.

Notify the credit card issuer immediately if your credit card is lost, stolen or misused.



Keep a record of all of your credit card numbers in a safe place at home.

Be extra careful if you do carry a wallet or purse. They are the prime targets of criminals in crowded shopping areas, transportation terminals, bus stops, and buses.

Avoid overloading yourself with packages. It is important to have clear visibility and freedom of motion to avoid mishaps.

Beware of strangers approaching you for any reason. At this time of year, "con-artists" may try various methods of distracting you with the intention of taking your money or belongings.

## at Home

Be extra cautious about locking doors and windows when you leave the house, even for a few minutes.

When leaving home for an extended time, have a neighbor or family member watch your house and pick up your newspapers and mail.

Leave a radio or television on so the house looks and sounds occupied.

## strangers at your door

Be aware that criminals sometimes pose as couriers delivering gifts.

It is not uncommon for criminals to take advantage of the generosity of people during the holiday season by soliciting donations door-to-door for charitable causes although no charity is involved.

Ask for their identification, and find out how the donated funds will be used. If you are not satisfied, do not donate.

Donate only to recognized charitable organizations.

If leaving on vacation, please download and fill out a VACATION WATCH FORM that can be found on our webpage and fax it to the number listed on the form.

If you see suspicious people in and around your neighborhood, Call our non-emergency number, 981-5900 and an officer will be dispatched to the area.

If you have neighbors that are elderly and homebound, please make it part of your routine to check in on them and inform them of the information listed in this brochure.



## BERKELEY POLICE DEPARTMENT

2100 Martin Luther King Jr. Way  
Berkeley, CA 94704  
510-981-5900 non - emergency  
510-981-5911 from your cell

