

SECURITY & SAFETY  
ADVICE

NOVEMBER 2012

Corner Clayton Road  
& Kitson Street  
Clayton South

**Call  
now**

GARY  
8555 3161

Never leave ladders or tools laying around outside or unsecured.  
Trim trees & bushes to eliminate blind spots.  
Motion activated sensor lights are a great deterrent.  
Always ask for photo identification. Legitimate tradesmen or door knockers will be happy to oblige. Photocopy or take a photo with phone & put on file.  
Smoke detectors must be vacuumed & tested annually.  
If your insurer does not provide a discount for an alarm find one that does.  
Be nice to your neighbours - look out for each other.  
Use your alarm whenever leaving your home or business – Make it a habit.  
A properly maintained & serviced security system will not false alarm.  
Photograph graffiti & contact your local police station in order to add to their database.  
Tell your neighbours & family when you are on holidays & ask them to clear the mailbox.  
Connect timer switches for lights & radios when away.  
Prevention is better than cure, review your security strategy every 12 months.  
Take photos of your contents/valuables every year & keep a copy of them with your computer backups offsite & in a fireproof container.  
Never give personal/confidential information to anybody who calls you on the phone. Get contact details & phone numbers then check their bona fides, If it is really important they will provide you with proof of who they are. Be careful on the phone.  
Always lock your front & back doors even if you are at home.

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