



⇒ Clearly define entrances and exits and post signage for wayfinding.



⇒ Limit access to secure areas using locking mechanisms, barriers, and qualified staff.



⇒ Maintain your site and keep it free of debris and litter.

## CONTACT Us:

**9-1-1 FOR EMERGENCIES**

352-955-1818 FOR NON-EMERGENCIES

### *ACSO Important Phone Numbers*

ACSO Main Administration	352.367.4000
Crime Prevention Unit	352.374.1800
Crime Stoppers & Gun Bounty	352.372.7867
Dept. of the Jail	352.491.4444
Evidence Section	352.367-4076
Human Resources	352.367.4040
Narcotics Tip Line	352.374.1849
Patrol	352.367.4101
Public Information Office	352.367.4050
Property Unit	352.367.4078
Records Bureau	352.367.4006
Victim Advocate Unit	352.367.4199



BROUGHT TO YOU BY:

***Sheriff Emery A. Gainey***

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ACSO 2023

ALACHUA COUNTY SHERIFF'S OFFICE



BUSINESS BURGLARY



### THREE ELEMENTS OF CRIME

Crime involves three elements: the **desire** to commit the crime, the **ability** to commit the crime, and the **opportunity** to commit the crime.

The only element you can truly alter is opportunity. You can reduce opportunity by locking your doors and windows. You can also reduce opportunity by installing an alarm and becoming a member of a Business Watch group.

### TIPS TO SECURE YOUR BUSINESS

Protect your business from burglary by following these simple steps:

- ⇒ Lock it or lose it—if it has a lock, use it. This includes the doors and windows to your business, as well as any outbuildings or vehicles.



- ⇒ Install single-cylinder deadbolts with three-inch screws in the strike plates to reinforce the lock on all exterior doors. Be sure that the deadbolt fully extends into the frame.

- ⇒ If you use padlocks, make sure they are steel and do not have reproducible keys.
- ⇒ Ensure all exterior hinges are pinned.
- ⇒ All windows should have locks. Consider reinforcing them with security laminates.



- ⇒ If you have an alarm system, use it. If you do not have an alarm, consider a monitored system that includes glass break and motion sensing equipment, along with the basic system components.
- ⇒ Keep important papers and cash in a fireproof safe.

### BUSINESS WATCH

Consider starting or joining a business watch group.

- ⇒ Get to know your neighboring businesses and join together to recognize and deter crime.



- ⇒ Engage in periodic meetings to share information.
- ⇒ Become personally involved in addressing the safety of employees, customers, and your business's property.

### CPTED FOR BUSINESS

Follow Crime Prevention Through Environmental Design (CPTED) recommendations to secure your business site:

- ⇒ Establish your site's territory with clear boundaries and signage. You can use fencing, landscaping, and/or paving stones to differentiate between public and semi-private spaces.



- ⇒ Encourage employees to look out of windows and to notify management and law enforcement of suspicious people, vehicles, or incidents. Be sure not to obstruct views.

