



Dear Business Owner:

If there is an emergency at your place of business when you are not present, it is important that the Police Department have current contact information on individuals who have access and are able to respond to your business during that emergency.

**We are currently updating our emergency response information and request a Business Index card be filled out and returned to:**

**Brentwood Police Department Or  
9100 Brentwood Blvd.  
Brentwood, CA 94513**

**Fax: (925) 809-7799  
Email: [police@brentwoodca.gov](mailto:police@brentwoodca.gov)**

You may contact the Police Department and request a blank card be sent to you at any time throughout the year in order to update your information. You may also go onto the Police Department's website at [www.brentwoodca.gov/gov/police](http://www.brentwoodca.gov/gov/police) and print a copy of the letter/card.

Thank you for your cooperation. If you have any questions, please contact Jaylene Walker at the Brentwood Police Department at (925) 809-7701.

Sincerely,

Thomas Hansen  
Chief of Police



**Brentwood Police Department  
Business Index Card**

Name of Business \_\_\_\_\_  
Address \_\_\_\_\_  
Owner's Name \_\_\_\_\_  
Contact Number \_\_\_\_\_  
Emergency Contact Name #1 \_\_\_\_\_  
Emergency Contact Number \_\_\_\_\_  
Emergency Contact #2 \_\_\_\_\_  
Emergency Contact Number \_\_\_\_\_

**Brentwood Police Department: 9100 Brentwood Blvd., Brentwood, CA 94513-4000  
Phone: (925) 634-6911 Fax: (925) 809-7799**