



THE CITY OF SUMMIT

N E W J E R S E Y

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

Research by the National Highway Traffic Safety Administration has shown that nearly half of all vehicle thefts are caused by owners failing to take a few simple precautions. Follow these tips to deter thieves:

- Never leave your keys or key fob in your car.
- Never leave your vehicle running unattended, even in your driveway.
- Close all windows and lock all doors when you are going to be away from your car, regardless of how long you plan to be gone.
- Remove all valuables from your car when parked. Never leave items in plain sight, such as on seats or the floor. Use the trunk or glove compartment to store items if necessary.
- When possible, park in well-lit areas.
- Do not store the vehicle's title inside it. Thieves will use it to sell your stolen vehicle. File it away inside your home instead.
- Park your car(s) in your garage if you have one instead of the driveway, and lock both the car and garage door(s).

Report a break-in as soon as possible by calling 911. Provide the 911 dispatcher with as much information as possible, such as:

- Location - Provide an address, block number, or specific location in a parking lot.
- Description of suspect - Provide as much information as you can, i.e. sex, race, age, height, weight, hair color and length, color and length of facial hair, colors and style of clothing, and identifying marks such as tattoos and piercings.
- Direction - If the suspect flees, give the direction of travel. If they flee on a bicycle or in a vehicle, describe the color, make, model, and license plate number, if it is safe to do so.

If you are a victim of vehicle theft, follow these steps:

- Call 911 immediately to file a stolen-vehicle report. You will need a copy of the police report and/or a case number to provide to your insurance company. You may also be asked to provide the following information:
 - License plate number;
 - Make, model, and color of your vehicle; and
 - Vehicle Identification Number (VIN) and any identifying characteristics.
- Contact your insurance company to file a claim within 24 hours of your vehicle being stolen.
- If you find your vehicle before authorities do, contact the police and your insurance company immediately.