

ORDER TO STAY OFF PROPERTY

Date

(Name of Unwanted Person)

(Date of Birth)

This is to inform you that you are no longer allowed on the property at:

This order will remain in effect until you receive **WRITTEN PERMISSION** from the owner or authorized person to be on said property.

If you are found on said property in violation of this order you will be subject to arrest and prosecution for Criminal Trespass under New Hampshire law (RSA 635:2).

Sincerely,

*Type or Print Name of Property Owner or
authorized person (if a business, include
person's title)*

Signature

I HEREBY CERTIFY that I have given in-hand a copy of this notice to

_____ on the _____ day of _____ 20__.

Time: _____ Location of Service _____

Served By: _____
Print Name & Title

Signature

RSA 635:2 Criminal Trespass.

- I. A person is guilty of criminal trespass if, knowing that he is not licensed or privileged to do so, he enters or remains in any place.
- II. Criminal trespass is a misdemeanor for the first offense and a class B felony for any subsequent offense if the person knowingly or recklessly causes damage in excess of \$1,000 to the value of the property of another.
- III. Criminal trespass is a misdemeanor if:
 - (a) The trespass takes place in an occupied structure as defined in RSA 635:1, III or
 - (b) The person knowingly enters or remains:
 - (1) In any secured premises;
 - (2) In any place in defiance of an order to leave or not to enter which was personally communicated to him by the owner or other authorized person; or
 - (3) In any place in defiance of any court order restraining him from entering such place so long as he has been properly notified of such order.
- IV. All other criminal trespass is a violation.
- V. In this section, "secured premises" means any place which is posted in a manner prescribed by law or in a manner reasonably likely to come to the attention of intruders, or which is fenced or otherwise enclosed in a manner designed to exclude intruders.
- VI. In this section, "property," "property of another," and "value" shall be as defined in RSA 637:2, I, IV, and V, respectively.

Instructions:

1. Fill out two (2) copies of the trespass notice using the format provided.
2. Give one copy to the unwanted person either in hand or by certified mail.
 - A.** If served in hand, the person who gives the form to the unwanted person should fill out the return of service portion on the bottom of the form.
 - B.** If sent by mail, be sure to send the letter Certified Mail with a Return Receipt Requested.
3. Bring the original trespass letter to the Concord Police Department with either the original, signed, return of service completed for “in hand” service **OR** the original, USPS return receipt for notices that have been issued by mail.
4. You may wish to retain a copy of the notice for your records. CPD will need the original documents.
5. If an unwanted person returns to the property after having been served with a trespass notice call the Concord Police immediately at 225-8600. **If it is an emergency please call 911.** The unwanted person would then be subject to arrest for criminal trespass.