

NO TRESPASS ORDER

Date

Name of Unwanted Person

Date of Birth

This order serves 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

* * *

RETURN OF SERVICE

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

_____ on the _____ day of _____ 20____

Time: _____ Location of service: _____

Served by: _____
Print name and title

Signature

N.H. 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 \$1,500 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 No Trespass Order using the format provided.
2. Give one copy of the unwanted person either in-hand *or* by certified mail.
 - a. If served in hand, the person who gives the order to the unwanted person should fill out the return of service portion on the bottom of the order.
 - b. If sent by mail, be sure to send the order via Certified Mail with a Return Receipt requested.
3. **If you served the order in-hand:** Bring the original No Trespass Order to the Laconia Police Department with the original, signed and completed return of service.
4. **If you mailed the order via Certified Mail:** Bring a copy of the No Trespass Order and the original USPS return receipt for notices that have been issued by mail.
5. You may wish to retain a copy of the order for your records. The Laconia Police Department will need the original documents.
6. If an unwanted person returns to the property after having been served with a No Trespass Order, call the Laconia Police Department immediately at 524-5252. If it is an emergency, please call 911. The unwanted person will then be subject to arrest for Criminal Trespass.