

# NOTICE OF TRESPASS ORDER

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\_\_\_\_\_  
Date

\_\_\_\_\_  
(Name of Unwanted Person)

\_\_\_\_\_  
(Date of Birth)

You are hereby advised by the below identified representative that effective with receipt of this notice, you and/or your property are no longer permitted or allowed on the property/premises of

\_\_\_\_\_

\_\_\_\_\_

Such an act will constitute a trespassing violation as described in New Hampshire RSA 635:2 and may result in the criminal charge of Criminal Trespass.

This order remains in full force until you receive **written notice** that this order has been revoked by the below agency.

Issuing Agency: \_\_\_\_\_

Issuing Representative:

\_\_\_\_\_  
Print Name (Include Title if Business)

\_\_\_\_\_  
Signature

Recipient: \_\_\_\_\_  
Print

\_\_\_\_\_  
Signature

Recipient Refused to Sign

Date/Time Served/Notified \_\_\_\_\_

- A copy of this notice should be filed with the Lebanon Police Department after service

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 Lebanon 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. LPD will need the original documents.
5. If an unwanted person returns to the property after having been served with a trespass notice call the Lebanon Police immediately at (603) 448-1212. If it is an emergency, please call 911. The unwanted person would then be subject to arrest for criminal trespass.

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.