



Retail Safety Audit

Business name: _____

Date: _____

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Exterior			Comments
Address visible from street?	Y	N	
Lighting working? Proper Coverage?	Y	N	
Adequate vehicle parking/access? Is it secure?	Y	N	
Landscaping properly trimmed?	Y	N	
Fences and/or gates present? Maintained?	Y	N	
Property clean and free of trash?	Y	N	
Signage in good condition?	Y	N	
Exterior openings secured? (Fire escapes, skylights, roof openings, air ducts, doorway transoms, loading docks, basement openings)	Y	N	
Security company on site?	Y	N	
Neighboring properties in good condition?	Y	N	
Additional comments:			



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Interior			Comments
Doors unobstructed? Height markers present?	Y	N	
Windows unobstructed? Exterior visibility good?	Y	N	
Adequate lighting? Lighting working properly?	Y	N	
Lighting left on after hours?	Y	N	
Security cameras present? Working? Proper coverage?	Y	N	
Mirrors present? Proper coverage?	Y	N	
ATM(s) present? Working?	Y	N	
Counters- printable?	Y	N	
Clear lines of sight throughout store?	Y	N	
Door opening alarm present? Working?	Y	N	
At least two means of egress?	Y	N	
Employee property secured? Where?	Y	N	
Phone working? Location?	Y	N	
Emergency numbers posted? Police contacts posted?	Y	N	
Alarm system present? Working? Permitted?	Y	N	
Gun on premises?	Y	N	
Additional comments:			



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Business Practices			Comments
Previous robbery response training?	Y	N	
Previous robbery victim?	Y	N	
Established robbery policy?	Y	N	
Business emergency contacts on file with police?	Y	N	
Greeting policy established?	Y	N	
Money counting policy?	Y	N	
Frequent cash deposits? Irregular schedule?	Y	N	
Insurance?	Y	N	
Sell products related to illegal or nuisance behavior (high-grain alcohol, spray paint, etc)?	Y	N	
Sales of above products as a percentage of total sales?	Y	N	
Additional comments:			



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Environment			Comments
Community police officer assigned to area?	Y	N	
History of violence in immediate area?	Y	N	
Nearby crime hotspots?	Y	N	
Additional comments:			

The LISC Safety created this checklist with input from a number of sources and guides. We recommend that community developers review this tool with their local police department prior to use to ensure that it covers all elements that are appropriate for local businesses and crime trends. For further information about LISC Safety, please contact your local LISC office or Julia Ryan at 212-455-1618 or jryan@lisc.org.