

# POLICE DEPARTMENT HANOVER PARK, ILLINOIS



DIRECTIVE: 530-S

REFERENCE STANDARDS:

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SUBJECT: Internet Safe Trade Zone

PURPOSE: The purpose of this policy is to establish guidelines and procedures for the use of the Hanover Park Police Headquarters property for internet sales and transactions.

POLICY: It is the policy of the Hanover Park Police Department to provide a safe environment for citizens to conduct transactions from online websites, such as Craigslist, Varagesale or any other online purchasing or selling website where citizens often meet in person with someone to sell or purchase a product

Definition: Exchange Site Transaction - An agreement, communication, or movement carried out between a buyer and a seller to exchange an asset for payment.

## I. Transaction Procedures

- A. Citizens utilizing the front lobby or parking lot for exchange site transactions shall not interfere with routine business at the Police Department.
- B. Department personnel should not assist in the actual transaction.
- C. Items cannot be stored at the Police Department or in the parking lot.
- D. Department members shall not use LEADS to verify serial numbers, or check local databases for possible suspected stolen items, unless a member observes items believed to be proceeds of a criminal act.
- E. Members shall not verify payments, validity of identification, drivers licenses, or the working order or value of any item.

## II. Prohibited Items

- A. Transactions related to weapons of any kind will not be allowed at the Hanover Park Police Department.
- B. Large items and gas-driven machines such as lawn mowers or snow blowers, gasoline or hazardous materials are strictly prohibited from being brought in the lobby. The Police Department's parking lot shall be used for the exchange of these items.

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**POLICE OPERATIONS MANUAL**

**Dir.#:** 530-S

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**VILLAGE OF HANOVER PARK**

**Rescinds:** New Directive

**Rev:**

**Auth:**