

City of Dallas Alarm Permit Application

For Burglar and/or Holdup Alarm Systems

NEW, RENEWAL AND REINSTATEMENT PERMIT FEE SCHEDULE:

Residential Alarm Site - \$50
 Business Alarm Site (Hold-up/Panic Only) - \$50
 Business Alarm Site (Burglar Alarm Only -Verified Response) - \$0

Please Print
 The application will be returned
 if not filled out completely.

ALARM LOCATION INFORMATION (For businesses in shopping centers, use the street address, *NOT the name of the shopping center.*)

 Name of Resident or Business Name (D.B.A.) at Alarm Location

Residence Business-Hold-up/Panic
 Business-Burglar Alarm Only – Verified Response

 Street # (N, S, E, W) Street Name St. Designation (St., Ln., Blvd.) Suite/Apt. # Zip Code

PERMIT HOLDER INFORMATION (Person **locally** responsible for responding to alarms and giving access to the alarm site and who is responsible for proper maintenance and operation of the alarm system and payment of fees.) The permit cannot be issued without **ALL** of the following information.

 Permit Holder's Drivers License # (If no Drivers License or Texas I. D. Card, provide a state issued I.D. or Social security number and date of birth) State of Issuance

 Permit Holder's Last Name First Name Middle Initial

Address - Residential alarm site provide business address/Business alarm site provide residential address

 Street # Street Name City State Zip Code Home Phone # Business Phone #
 Additional Contact information for Permit Holder:

 E-mail Cell Phone #

SECONDARY CONTACT PERSON INFORMATION (Another person who is able to respond to alarms to give access to the alarm site.)

 Last Name First Name Home Phone # Business Phone #

TYPE OF APPLICATION (check one)

New Permit Renewal Reinstatement
 Update Information (no fee)

 Date of Occupancy

MAILING ADDRESS OF PERMIT HOLDER (Complete this section if the mailing address is different than the Alarm Location)

 Name

 Street # Street Name City State Zip Code

I have read the completed application and know the same is true and correct and hereby agree that if a permit is issued, I will comply with all provisions of Dallas City Code, Chapter 15-C, Article 1, as amended, and applicable State Laws. I accept responsibility for payment of all fees and fines that may result from the operation of the alarm system servicing the above premise. I have read the information provided on the back of this application.

DATE: _____ **SIGNATURE OF PERMIT HOLDER:** _____

NAME OF ALARM COMPANY _____ **ALARM COMPANY STATE LIC. #** _____

Mail completed application and permit fee to:
 City of Dallas
 Security Alarms
 P. O. Box 139076
 Dallas, TX 75313-9076

**SEC. 15C-2(b) THE CHIEF SHALL REFUSE
 POLICE RESPONSE TO ANY ALARM SITE THAT
 DOES NOT HAVE A VALID ALARM PERMIT.**

To receive your alarm permit number immediately, bring the completed permit application and permit fee to the Special Collections Section, 1500 Marilla Street, Room 2DN, Monday - Friday, 8:15 A.M. - 5:15 P.M., excluding holidays. For additional information or assistance in completing this application, please call the Special Collections Section at (214) 670-3438.

HAVE YOU ENCLOSED YOUR PAYMENT?

Prevent False Alarms!!!
**You Will Be Charged a Service Fee For Police
Response to Each Excessive False Alarm.**

False alarms prevent police from attending to real emergencies and waste our valuable police resources as well as erode the effectiveness of alarm systems. Resolving and preventing false alarms is a joint responsibility of the alarm user and the alarm company. Identify the cause of every false alarm and contact your alarm company for alarm system maintenance and/or additional training in how to properly use the alarm system.

The alarm company that has a contract with you is required by Dallas City Code to train you in the proper use of the alarm system as well as provide you with a complete set of written operating instructions for the alarm system. The company is also required to instruct you on how to avoid false alarms and provide you with guidelines on how to avoid false alarms. If your alarm company has not complied with these requirements, please telephone them immediately.

GENERAL INFORMATION:

Dallas City Code, Article I, Section 15C-2(b) - THE CHIEF SHALL REFUSE POLICE RESPONSE TO ANY ALARM NOTIFICATION FROM A RESIDENTIAL ALARM SITE THAT DOES NOT HAVE A VALID ALARM PERMIT.

An alarm permit will be revoked if:

1. False information is submitted on the permit application.
2. Permit holder fails to make timely payment for a service fee.
3. Eight or more burglar alarms (residential) within a twelve month period.

An alarm permit renewal notice will be mailed to you thirty days prior to the expiration date. If you move, you must inform our office immediately so your permit can be canceled. An alarm permit cannot be transferred to another person or different address. A permit holder shall inform the police department of any change that alters any information listed on the permit application within two business days. A service fee is assessed for each false alarm notification in excess of three false burglar alarms and each false hold-up/panic alarm within a 12-month period at residential sites. **Starting February 1, 2006 business locations that obtain a new or renew a permit are required on-site visual verification of criminal activity by a private responder prior to the police being notified on burglar alarms. The Police Department will still respond to hold-up/panic alarms, however, the service fees have changed.** The issuance, renewal, or reinstatement of an alarm permit does not allow any additional free false alarm notifications.

An alarm notification is designated as false when the responding officers do not find evidence of a criminal offense or attempted criminal offense.

ALARM PERMIT HOLDER RESPONSIBILITIES:

1. Maintain premises containing an alarm system in a manner that ensures proper operation of the alarm system.
2. Maintain the alarm system in a manner that will minimize false alarm notifications.
3. Have criminal activity verified (commercial) prior to the police being notified on burglar alarms.
4. Respond or cause a representative to respond within 45 minutes when notified by the city to repair or deactivate a malfunctioning alarm system, to provide access to the premises or to provide security for the premises.
5. Not intentionally activate an alarm for a reason other than an occurrence of an event that the alarm system was intended to report.
6. Shall adjust the mechanism or cause the mechanism to be adjusted so that an alarm signal will sound for no longer than 10 minutes after being activated.

SECTION 15C-16(b) – A PERSON WHO VIOLATES A PROVISION OF THIS ARTICLE IS GUILTY OF A SEPARATE OFFENSE FOR EACH DAY OR PORTION OF A DAY DURING WHICH THE VIOLATION IS COMMITTED, CONTINUED OR PERMITTED. EACH OFFENSE IS PUNISHABLE BY A FINE OF NOT MORE THAN \$500 AND NOT LESS THAN: (1) \$200 FOR THE FIRST CONVICTION; AND (2) \$250 FOR THE SECOND AND EACH SUBSEQUENT CONVICTION.