CITY OF SOUTHLAKE

P.O. Box 143276, Irving, TX 75014, Phone: 1-877-356-7879

Please type or print in BLOCK CAPITAL LETTERS clearly inside the box.

(Please print)

ALARM PERMIT APPLICATION

Alarm Type: ☐ Residential ☐ Commercial

Ownership Type (if Commercial): ☐ Franchise ☐ Corporate Owned ☐ Govt Entity ☐ Burglary ☐ Robbery/Panic

Name of Registration Holder:

Business Name:

Name of responsible party:

Alarm Location:
(Include Building/Apt #)
(Include Suite or Unit #)

City: State: Zip:

Billing Address:
(if different)

City: State: Zip:

Enroll to Go Paperless: ☐ (If enrolled, you opt for email notifications and you will no longer receive notifications by USPS. If not enrolled, you agree to receive notifications by USPS.)

Email Address:
(If enrolled to Go Paperless, valid email address is mandatory.)

Home Phone: Cell Phone:

Office Phone:

EMERGENCY CONTACTS

Name:

Phone #1: Phone #2:

Name:

Phone #1: Phone #2:

SPECIAL CONDITIONS

In order to ensure the safety of our officers, the public and to enable the Southlake Police Department to better protect your property, please provide information regarding potentially hazardo us circumstances (i.e. guard animals, hazardous substances, etc.)

Comment:

ALARM INSTALLATION DETAILS

Alarm Installation Date: / / Phone #:

Alarm Installation Company:

Address:

Monitoring Company:
(if different)

Address:

Phone #:

PLEASE READ THE FOLLOWING AND SIGN:

This is to certify that as the applying principal, my immediate family, tenants, or employees who have access to the protected premises have been given training which includes procedures and practices to follow in the event that the alarm system is accidentally activated, I also acknowledge that the installation company left me a set of written instructions for the alarm system, including written guidelines on how to avoid false alarms. The Police response may be influenced by factors including, but not limited to, the availability of officers, priority calls, traffic conditions, emergency conditions and staffing levels.

Signature: (Owner) _____ Date: / /

In accordance with the City of Southlake, TX Ordinance No. 788A, if you have an active alarm system in the City of Southlake, Texas, it must be registered with the City of Southlake separately. The fee for an alarm registration/renewal and false alarm is set forth below and shall be paid by the alarm user.

Registration & Renewal Fees: a) $35.00 for Residential b) $50.00 for Commercial

Burglary/Robbery/Panic Hold Up–Registered location Fine Schedule

- 1st false alarm: $0.00
- 2nd false alarm: $0.00
- 3rd false alarm: $0.00
- 4th false alarm: $50.00*
- 5th false alarm: $50.00
- 6th false alarm: $75.00
- 7th false alarm: $75.00
- 8th false alarm: $100.00
- 9th false alarm and up: $100.00 and suspension

Burglary/Robbery/Panic Hold Up – Unregistered and expired permit location Fine Schedule

- 1st false alarm and up: $250.00

For Customer Service Call: 1-877-356-7879

Mail this form and payment to:

City of Southlake False Alarm Reduction Program
P.O. BOX 143276, IRVING, TX 75014