



Regina Police Service  
Box 196, Regina SK S4P 2Z8  
Phone: 306-777-8617 email: [alarms@reginapolice.ca](mailto:alarms@reginapolice.ca)

## ALARM PERMIT APPLICATION

PLEASE READ THIS PAGE BEFORE COMPLETING APPLICATION

Visit [www.reginapolice.ca/alarm](http://www.reginapolice.ca/alarm) for more information about  
The City of Regina Alarm Bylaw 2004-24

- The City of Regina Alarm Bylaw requires a valid alarm permit for each alarm system in use at a premise
- A first time administrative fee of \$25.00 will be charged with the permit application when you register your account. It will be reduced to \$15.00 yearly on the expiry date of the permit.
- Alarm permits are non-transferable. It cannot be transferred to a new address or reassigned to a new occupant or business owner.
- Permit holders are responsible for maintaining current information on their permit. Updates can be done by creating an account on the on-line portal through [www.reginapolice.ca/alarms](http://www.reginapolice.ca/alarms) OR submitting an updated application to the Regina Police Service by mail or email ([alarms@reginapolice.ca](mailto:alarms@reginapolice.ca)) or by phone (306-777-8617)
- All permit applications are reviewed for occupancy confirmation. If we cannot confirm occupancy of the permit holder listed, the permit will be returned (hardcopy)/rejected (on-line) to submitter, requesting a proof of occupancy document to be included with a hardcopy of the resubmission.
  - Acceptable documents are: Commercial Business License / Business or Residential Tax Assessment / Property Tax Invoice / Utility Invoice / Photocopy of Driver's License

## SUBMITTING THE COMPLETED APPLICATION

**Mail:** Regina Police Service  
C/O Alarm Coordinator  
Box 196, Regina SK  
S4P 2Z8

**In Person:** 1717 Saskatchewan Drive,  
Regina, SK

**On-Line:** [www.reginapolice.ca/alarms](http://www.reginapolice.ca/alarms)

**INCOMPLETE APPLICATIONS WILL BE RETURNED**

KEEP THIS PAGE FOR YOUR REFERENCE



# ALARM PERMIT APPLICATION

1. PROTECTED PREMISE ADDRESS	Postal Code
	Regina, SK
2. MAILING ADDRESS (if different from premises)	City Province Postal Code

**3. RESIDENTIAL INFORMATION**  Owner  Tenant If tenant, include property owner's name: \_\_\_\_\_

RESIDENTIAL OCCUPANT (Last Name, First Name)	Phone 1 ( )	Phone 2 ( )	Phone 3 ( )
1			
2			
Email of primary resident			

**4. COMMERCIAL / FINANCIAL / SCHOOL INFORMATION**

Name	Business Hours:
Company Email	Sunday from _____ to _____ <input type="checkbox"/> closed
Contact Name (Last Name, First Name)	Monday from _____ to _____ <input type="checkbox"/> closed
Business Phone ( )	Tuesday from _____ to _____ <input type="checkbox"/> closed
	Wednesday from _____ to _____ <input type="checkbox"/> closed
	Thursday from _____ to _____ <input type="checkbox"/> closed
	Friday from _____ to _____ <input type="checkbox"/> closed
	Saturday from _____ to _____ <input type="checkbox"/> closed

**5. ALARM INFORMATION**

Effective Date:	<b>Premise Type</b> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Financial	<b>Alarm Type</b> <input type="checkbox"/> Intrusion <input type="checkbox"/> Hold Up/Panic <input type="checkbox"/> HoldUp/Panic/Intrusion
Monitoring Agency	Phone ( )	Or <input type="checkbox"/> Self-Monitored
Installation Company	Phone ( )	Or <input type="checkbox"/> Self-Installed

**6. KEYHOLDER INFORMATION**

**\*\*Mandatory\*\*** Permit will not be approved without a **minimum of 2 non resident** keyholders

Name (keyholder)	Phone 1 ( )	Phone 2 ( )	Phone 3 ( )
1.			
Name (keyholder)	Phone 1 ( )	Phone 2 ( )	Phone 3 ( )
2.			

**7. I certify that I have read the page titled "Alarm Permit Application" regarding The City of Regina Alarm Bylaw 2004-24. I certify that all information contained in this application is correct, to the best of my knowledge,**

\_\_\_\_\_  
**SIGNATURE (Applicant)**

 \_\_\_\_\_  
**Date**

Personal Information for the Alarm Permit Registration/Renewal will be used, collected and disclosed in accordance with *The Local Authority Freedom of Information Protection and Privacy Act (LAFOIP)*. Questions about the use or collection of this information should be directed to the Regina Police Service Alarm Coordinator at 3067778617

<b>FOR OFFICE USE ONLY</b>		
In accordance with The City of Regina Alarm Bylaw 2004-24 and subject to all provisions and regulations stated therein, including suspension or termination, this permit authorizes the use of the alarm system as described in the application above.		
<table style="width:100%; border: none;"> <tr> <td style="width:50%; border: 1px solid black; text-align: center; padding: 5px;">Payment Information</td> <td style="width:50%; border: 1px solid black; text-align: center; padding: 5px;">Permit Number</td> </tr> </table>	Payment Information	Permit Number
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Alarm Coordinator Regina Police Service		