



Prescott Police Department ALARM REGISTRATION FORM



Instructions:

- ☐ Complete entire application.
- ☐ Mail or drop off the application to the Prescott Police Department,
222 S. Marina Street, Prescott, AZ 86303

OR

- ☐ **Register Online** at <https://product.cityalarmpermit.com/famscitizen/prescott/>

PPD Alarm Coordinator Use Only:

PERMIT NUMBER

DATE PROCESSED

☐ Residential ☐ Commercial

Fire alarms, smoke detectors, and medical only panic alarms **do not** require registration in the City of Prescott

Alarm Subscriber Information

Resident Name or Business Name	<input type="checkbox"/> Property Owner <input type="checkbox"/> Tenant
Date of Birth or EIN #	
Street Address of Alarmed Location	
Mailing Address (if different from above)	
Telephone #	
Email	
Special Information (dogs, disabilities, locked gate, etc.)	

Type of Alarm System

Select all that apply

<input type="checkbox"/> Burglary Function	The burglary function is the audible portion of your alarm system, which includes all door contact, motion detectors, and/or window glass break detectors. (Residential and/or Commercial)
<input type="checkbox"/> Silent/Hold-Up Function	The silent/hold-up function is the silent portion of your alarm system, which includes a button on the key fob, or at the keypad, under a counter, in the freezer, on a wall, or on a necklace (Residential and/or Commercial)
<input type="checkbox"/> BOTH Functions	Most alarm systems installed today have both functions

Alternate Contact Information

Name	Primary Phone Number	Secondary Phone Number
Contact #1		
Contact #2		

Alarm Monitoring Company

Company Name	<input type="checkbox"/> Self-Monitored	Telephone Number	
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Failing to fully complete the reverse side of this application can result in delay of the alarm registration process.

Review each item on this check list. If you have any questions, call your alarm company or the Prescott Police Department Alarm Coordinator at 928-777-1906.

- ☐ I have been instructed by the alarm company on how to properly operate my alarm system.
- ☐ I have the monitoring company telephone number to use for cancellations.
- ☐ I understand that I cannot cancel silent/hold-up alarm activation.
- ☐ **I understand in the event an alarm user or responsible party cannot be contacted by the Police Department, or does not arrive at the scene of an alarm, the Police Department shall have no further obligation to remain on scene or to otherwise secure the premises at which the alarm is activated.**
- ☐ I know that I must maintain my alarm system so as to minimize alarm malfunctions.
- ☐ I will update, when applicable, through the Police Department's online portal, responsible person contact information about the alarm system and any hazards to personnel located on premises.
- ☐ Per the City of Prescott Alarm Code 5-6, I understand I must inform persons who are authorized to monitor an alarm users system the need to contact a responsible party at two (2) separate phone numbers to verify the validity of the alarm.
- ☐ I am aware that if my alarm activates, and the responding officer(s) find no evidence of a crime, I could receive the following false alarm assessments within a calendar year from January 1 to December 31:

	Burglary Alarm Calls	Silent/Hold-Up Alarm Calls
1 st False Alarm	\$0	Free
2 nd False Alarm	\$100	Free
3 rd False Alarm	\$100	Free
4 th False Alarm	\$100	Free
5 th False Alarm	\$100	Free

- ☐ I understand the fee for a second false alarm at a registered premises shall be eligible to be waived upon completion of an online false alarm reduction education class available through the Police Department's web-based portal.
- ☐ If I receive false alarm assessments, and I have not made payment on these assessments within 90 days, I agree to pay any and all costs of collection, including, but not limited to, reasonable attorney fees and collection service fees, incurred by the City of Prescott or expended by the City of Prescott Legal Department to collect any delinquent account billings of applicant.
- ☐ **I understand, upon receipt of the fifth false alarm, the Police Department shall suspend response to the premises, absent verified criminal activity or verified need for emergency services, until such time as the alarm user has produced sufficient documentation that the alarm is in proper working order and any equipment malfunctions have been addressed. Sufficient documentation may include: receipt of repair, letter of rectification from alarm company or verification of at least six (6) months of continual operation without an improper activation.**
- ☐ I understand that alarm permits are **not transferable** from one user to another user or from one address to another address.

I hereby certify the above information is accurate to the best of my knowledge. I also accept complete responsibility for any and all charges and/or fees accrued by my alarm system in accordance with the City of Prescott Ordinance No. 5065-1605, 1-23-2018.

Alarm Subscriber Signature

Date