



# BUSINESS

## ALARM USER PERMIT APPLICATION

CITY OF BEAVERTON  
POLICE ALARM UNIT  
PO BOX 4755  
BEAVERTON, OR 97076-4755  
503-526-2525

### FOR OFFICIAL USE ONLY

Date Received: \_\_\_\_\_

Amount Received: \_\_\_\_\_

Alarm Permit #: \_\_\_\_\_

Date Issued: \_\_\_\_\_

### ALARM USER BUSINESS PREMISES INFORMATION

Name of Company \_\_\_\_\_

Contact Name \_\_\_\_\_ Contact Phone Number ( ) \_\_\_\_\_

Company Phone Number ( ) \_\_\_\_\_

Street Address \_\_\_\_\_ Suite Number \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Mailing Address \_\_\_\_\_

*(If different than street address)*

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

#### TYPE OF LOCATION

- Retail Store or Office
- Warehouse/Distribution
- Manufacturing/ Industrial
- Church or School
- Financial Institution
- Other: \_\_\_\_\_

#### **COMMERCIAL ALARM PERMIT FEE: \$15.00 ANNUALLY**

#### CAN YOU ACTIVATE A ROBBERY / SILENT SIGNAL?

#### **SPECIFIC TYPE OF BURGLAR ALARM SYSTEM (CHECK ONLY ONE BOX)**

- Audible only (system sounds siren/bell)
- Silent only \* (system sends silent signal to alarm monitoring company)
- Both audible and monitored
- Existing system or  New system Installation Date: \_\_\_\_\_

\* A robbery or silent feature manually activates a non-audible signal to the alarm monitoring company (by a button or number code) that you are in danger and need police assistance.

### ALARM COMPANY INFORMATION:

Alarm Installer: \_\_\_\_\_ 24-Hour Number ( ) \_\_\_\_\_

Monitoring Company: \_\_\_\_\_ 24-Hour Number ( ) \_\_\_\_\_

### EMERGENCY CONTACT INFORMATION:

*List two (2) people that possess a key and have permission to access the premises and deactivate the alarm.*

Name: \_\_\_\_\_ Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Contact #1: \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Contact #2: \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

After Hours Contact: \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

After-hours contact information for your business may also be changed or updated @ [beavertonpolice.org/afterhourscontacts](http://beavertonpolice.org/afterhourscontacts)

#### **SPECIAL INSTRUCTIONS FOR OFFICER RESPONSE: (Special directions, Guard dog, Security guards, etc.)**

Other Instructions: \_\_\_\_\_

Hazardous Materials-What type? \_\_\_\_\_

# DESCRIPTION OF FEES AND HOW TO FILE YOUR APPLICATION

The following fees and fines are required by the City of Beaverton Alarm Ordinance

- **Burglar Alarm Permit:** \$15 Billed annually - This date is established on the date the application is processed by the Alarm Unit.

Failure of the alarm user to apply for a permit within 30 days after the alarm system becomes operative will result in a delinquency charge and civil infraction notice.

Please mail your completed application along with the annual permit to:

**City of Beaverton**  
Police Alarm Unit  
PO Box 4755  
Beaverton, OR 97076-4755  
503-526-2525

## DESCRIPTION OF FALSE ALARM FEES/FINES DURING A CALENDAR YEAR:

- |                                |            |
|--------------------------------|------------|
| ➤ First False Alarm            | No Charge  |
| ➤ Second False Alarm           | No Charge  |
| ➤ Third False Alarm            | \$ 50.00   |
| ➤ Fourth False Alarm           | \$ 50.00   |
| ➤ Fifth thru Tenth False Alarm | \$100 each |
| ➤ Each additional alarm        | \$200 each |

*Two false alarms are allowed each calendar year without penalty*

Failure to pay false alarm fees may result in a civil infraction notice if not paid within 30 days of the notice date.

**NOTE:** A power outage, low battery signal, or loss of telephone service will result in a false alarm designation to any alarm event that is called in to 9-1-1. Ensure your alarm company can reach you or a responder during these types of instances, as they are not a valid reason for an appeal.

The purpose of the ordinance is to reduce the number of false alarms that the police department receives. Currently, more than 95% of all burglar and robbery alarms prove false. Since police personnel respond to each alarm, a great deal of time and money is being spent needlessly. It is important that we reduce the number of false alarms so that police will have time to perform other necessary services.

Alarms are a good crime prevention tool and we encourage their use. Your help in reducing the number of false alarms is appreciated.

If you have questions concerning the Alarm Ordinance or application, please contact the Alarm Coordinators's office at 503-526-2525.