

# City of Pasadena Texas Alarm Permit Application

## For Burglar and/or Holdup Alarm Systems

**ALLOW 7 BUSINESS DAYS FOR PROCESSING AFTER SUBMISSION.**

**NEW, RENEWAL AND REINSTATEMENT PERMIT FEE SCHEDULE:**

Residential Alarm Site - \$15 Annually      **Check or Money Order only**  
Business Alarm Site - \$30 Annually

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

**ALARM LOCATION INFORMATION**      Permit # \_\_\_\_\_ For renewal only (See enclosed letter)

Expiration date \_\_\_\_\_ Renewal only (See enclosed letter)

\_\_\_\_\_ Residence      Business  
Name of Resident or Business Name (D.B.A.) at Alarm Location      Drivers Lic.# \_\_\_\_\_

Alarm Site Street #    Street Name    (St., Ln., Blvd.)    Suite/Apt. #    Zip Code      **(ALARM SITE PHONE #)**

**PERMIT HOLDER INFORMATION** (Person 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 your date of birth) \_\_\_\_\_ State of Issuance \_\_\_\_\_

Permit Holder's Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Street #    Street Name      City    State    Zip Code      Home Phone #      Business Phone #

**SECOND 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 # \_\_\_\_\_

**THIRD 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)

**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

**NAME OF ALARM COMPANY** \_\_\_\_\_ **ALARM COMPANY STATE LIC. #** \_\_\_\_\_

**ADDRESS OF ALARM COMPANY** \_\_\_\_\_ **PHONE #** \_\_\_\_\_

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 Pasadena City Ordinance, Chapter 30, 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:** \_\_\_\_\_

Mail completed application and permit fee to:

City of Pasadena  
Code Enforcement Div.  
1114 Jeff Ginn Memorial Dr.  
Pasadena, Texas 77506

**SEC. 30-75 (i) 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 Code Enforcement Division, 1114 Jeff Ginn Memorial Dr., Monday - Friday, 8:00A.M. – 3:45 P.M., excluding holidays. For additional information or assistance in completing this application, please call the Code Enforcement Division at (713) 475-4953*

**HAVE YOU ENCLOSED YOUR PAYMENT?**

# **Pasadena Police are serious about stopping false alarms.**

**Dear Alarm User,** In an effort to reduce/eliminate the number of false alarms that the Pasadena Police Department responds to, Pasadena is requiring each permit holder to be a responsible permit holder or you risk paying increasing fines and losing your permit.

**No Permit No Response Began January 1, 2006.** The Pasadena Police Department shall refuse police response to any alarm notification from an alarm site that does not have a valid permit, unless the alarm notification was a duress alarm, a hold up alarm, a panic alarm or reported to a 9-1-1 emergency telephone number or to the police department by a person other than an alarm company.

**The Number of Free False Alarms and False Alarm Fines.**

First 3 Free then \$50.00 each for 4<sup>th</sup> & 5<sup>th</sup>, \$75.00 each for 6<sup>th</sup> & 7<sup>th</sup>,

**\$100.00 for 8<sup>th</sup> and permit automatically REVOKED. **No Permit No Response.****

**8 False Alarms during the calendar year and the permit will automatically be REVOKED.** If an alarm site has 8 false alarms in the calendar year, the permit will automatically be revoked. It can only be reinstated if the alarm site has proof of a **significant change** that would eliminate the false alarms.

**2 Call Verification also called ECV (Enhanced Call Verification)** The ordinance mandates all alarm/monitoring companies call 2 different phone numbers prior to calling for police response. Specifically the ordinance indicates "...telephone verification shall require, at a minimum, that a second call be made to a different number if the first attempt fails to reach an Alarm User who can properly identify themselves to determine whether an alarm signal is valid before requesting law enforcement dispatch." Call your alarm monitoring company and verify they are calling the correct numbers.

**It will cost you for not taking your alarm system seriously.** Do not wait until you have several false alarms to call your alarm company. If you have one false alarm, call your alarm company immediately and find out why, repair or replace the problem now. If the alarm company will not help you, read your contract with the alarm company and get a new company if you are entitled.

Sincerely

**Pasadena Police  
Code Enforcement Division**

**STOP FALSE ALARMS**