

BURGLARY/ROBBERY ALARM PERMIT APPLICATION

PLEASE FILL OUT AND RETURN WITH YOUR PAYMENT:

Date: _____

Address where alarm was installed: _____

Mailing Address (If different from above): _____

Name (Tenant/Owner): _____

Telephone: Res. _____ Bus. _____
 Daytime Phone (if different than above): _____

ALARM COMPANY INFORMATION:

Alarm installed in: Residence Office Retail/Wholesale Business Other _____

Name of Business: _____

Business Hours: _____

Company Installing Alarm: _____

Phone Number: _____ Date of Installation: _____

Does Alarm activation notify an alarm service? If so,

Alarm Service: _____

Phone Number: _____

EMERGENCY CONTACT INFORMATION:

(List 3 individuals who can respond if the alarm is activated)

1. Name: _____ Phone: _____ Home/Cell

2. Name: _____ Phone: _____ Home/Cell

3. Name: _____ Phone: _____ Home/Cell

Will there be a Security Officer on the premises? Yes No

If so, will they possess a weapon? Yes No

Are guard dogs on the premises? Yes No

This alarm is New Existing

OFFICIAL USE ONLY

Alarm Permit Number: _____

Amount Collected: _____

Received by: _____ Date Received: _____

ALARM PERMIT INFORMATION

The following alarm permit information is a guide to educate the public on the City of Whittier's municipal code pertaining to requirements and restrictions of such permits.

Who needs an alarm permit?

In accordance with Whittier Municipal Code 5.20.010, any individual or business that has a functioning alarm system at their residence or place of business inside the City of Whittier must obtain an alarm system permit.

What is the purpose of an alarm system permit?

To give police and other emergency personnel accurate contact numbers in case of an emergency. It also provides the police department a list of responsible persons who can respond to the alarm location in the event of a break-in.

To obtain an alarm system permit:

1. Download and complete the alarm system permit form (PDF). Mail it with your total due to the following address listed below. If you need assistance or have questions, please contact the Whittier Police Department at 562-567-9150.

Alarm Permit
Whittier Police Department
13200 Penn Street
Whittier, CA 90602

ATTN: Records Supervisor

2. If you wish to apply in person, Whittier Police Department lobby hours are Monday through Friday 7:00 AM to 8:00 PM and Saturday-Sunday 10:00 AM to 5:00 PM.

Alarm permit applications are processed through the Police Department. The Records Supervisor is responsible for all matters involving permits and alarm service providers.

Alarm system permit fee:

Residential and commercial alarm system permit fees are \$24.00. All changes in emergency contact information should be provided to the Police Department immediately.

Penalty for not having an alarm system permit:

A late fee of \$57.00 will be charged in addition to the filing fee to any alarm user who fails to obtain a permit within sixty days of having an operational alarm system that may initiate a

police response. Furthermore, any violation of this ordinance is considered an infraction and may be prosecuted as such.

False Alarms

What is a false alarm?

“False alarm” means an alarm signal, eliciting a response by the police when a situation requiring a response by the police does not in fact exist, but does not include an alarm signal caused by violent conditions of nature or other extraordinary circumstances not reasonably subject to control by an alarm business or alarm user.

What does the false alarm program do?

- Encourages the proper maintenance of alarm systems.
- Reduces the number of false alarms.
- Allows police to utilize time and focus on other calls for service and self-initiated activity.
- Decreases the potential danger created by false alarms for responding officers and anyone the officers find at your premises.

How does the false alarm program work?

In cases where calls are verified as false alarms, the City will not charge for the first false alarm in a 12-month period. A calendar year is used as the 12-month period. This allows the alarm owner significant time to correct problems associated with the false alarms.

The following false alarm fee schedule is based on a 12-month time period:

Burglary/Panic Alarm Fines

1 st false alarm	No charge
2 nd false alarm	\$97.00
3 rd false alarm	\$126.00
4 th false alarm	\$155.00
5 th false alarm	\$183.00
6 th false alarm	\$201.00
7 th false alarm	\$229/Possible Revocation

What can you do to reduce false alarms?

- Ensure those operating your alarm system are familiar with the system operations.
- Secure doors and windows before activating the alarm system.
- Beware of changes in the environment (i.e., new animals, design changes, seasonal decorations, plants, etc.).

- Notify monitoring facility of any and all changes (i.e., houseguests, name changes, change in phone number or contact information, new employees, termination of employees, etc.).
- Equipment should be routinely inspected and maintained by qualified personnel.

What are the most frequent human errors that cause false alarms?

- Use of incorrect key pads.
- Failure to train other authorized users.
- Failure to secure doors and windows before turning on alarm.
- Failure to notify monitoring facility of unscheduled openings or closings (businesses using set schedules).
- Failure to update authorized personnel list with monitoring facility.

What are the most frequent equipment problems that cause false alarms?

- Improper application or installation on interior motion detectors.
- Improper application or installation of outdoor beams.
- Improper charging or checking of batteries.
- Faulty equipment.