



ALARM PERMIT APPLICATION FOR POLICE & FIRE ALARM OR GATE (For a Single Alarm System or Single Gate)

Mail: San Antonio Police Department Alarms Investigations Office 315 S. Santa Rosa St. San Antonio, TX 78207

List any known hazards police officers or firefighters may encounter at alarm site, such as dangerous chemicals, razor or barbed wire etc

Phone (210) 207-8282 Fax: 210-207-4349 TTY: (210) 207-4889 (4TTY)

Web Site: http://www.sanantonio.gov/sapd/alarmpermits.aspx Email: alarmsoffice@sanantonio.gov

- Please Read all Instructions and fill out form completely.
- Print clearly or type. Permit is valid for one year from date issued.
- Applicant The San Antonio Police Department requires the name, driver's license, home address and telephone number of the person who will be responsible for the alarm system and listed as the Permit Holder. **Driver's License number is for identifying Applicants / Permit Holder with similar names. A COMPANY NAME IS NOT ACCEPTABLE!
- Signature of the Permit Holder Applicant must be the signature of the person listed as Permit Holder.
- Please include ZIP CODE plus extended zip code and telephone area codes.
- Application MUST include a check or money order payable to The City of San Antonio Alarms Office.

 Payment is expected within 30 days. After this be processed as alarm code violations. 	time, false	alarms at locat	ions with expired permits will		
Type of Alarm ☐ Burglary ☐ Robbery	☐ Fire	☐ Medical/[Distress		
Type of location where system is used (check one only) Residential (\$40.00) Residential Senior - Ov65 (\$30) Residential Exemption* (\$0 No Charge) Commercial (\$100.00) Governmental (\$0 No Charge) Gated Community (\$50) (Property Management (not for residents) Alarm Company Provider (Monitoring Co) Business Name (if Commercial) Office Name (if Governmental)					
(REQUIRED INDIVIDUAL) Permit Holder's Name (Last, First, Middle Initial) Job Title (If Commercial)					
**Driver's License (State & Number Required) Day p	hone numbe	er Nig	ht phone number		
Permit Holders Home Address (include apt., bldg. or unit number) City, State, ZIP +4			+4		
Address where alarm will be located (include apt., bldg. o	City, State, ZIP	+4			
Billing/Mailing Address where permit is to be mailed City			+4		
Permit Type: (check one only) New Permit Renewal Information Change (No Charge)					
Permit Number if Renewal or Information Change:Old Alarm Location:					
Is alarm location in a gated community? Yes Dublic Safety Gate Code:					
Names and phone numbers of two (2) persons SAPD can contact in an emergency, if we are unable to contact the Permit Holder first. (This information is essential)					
Day P		e Number Ni	ight Phone Number		
Name	Day Phor	ne Number N	ight Phone Number		
Submit a separate application and fee for each alarm system.					
I have carefully read the completed application and know it to be true and correct. I accept responsibility for					

the payment of all fees and fines that may result from the operation of the alarm system described above. Alarm permit must be kept at alarm site.

h			
Signature	of Applicant/Pe	ermit Holder	(Required)

Date



San Antonio Police Department Alarms Investigations Office



CONFIDENTIALITY

Section 25-57(i) of the City Code states: "The police and fire departments shall protect all information on an application as confidential information..." We do not sale or give out any personal information.

ALARM PERMIT FEES

Section 25-57(b) of the City Code of the City of San Antonio establishes the following fees for permits: All fees and fines are non refundable.

TYPE OF PERMIT	<u>NEW</u>	RENEWAL	Alarm Ordinance Site : www.municode.com/Library/tx/San_Antonio
RESIDENTIAL REGULAR	\$40	\$40	Chapter 25 Art IV
RESIDENTIAL SENIOR-OV65**	\$30	\$30	**Sec 25-57 (b)(2) if permit is issued after 10-1-2015
RESIDENTIAL EXEMPTION*	No Fee	\$0	(Certification Form must accompany Alarm Permit Application for exemption of permit fee)* Sec 25-56(s)
COMMERCIAL	\$100	\$100	
GOVERNMENT	No Fee	No Fee	. ,
GATED COMMUNITY	\$50	No Fee	(This pertains to gate operators only and not to residents)

All permits are valid for **one** (1) **year** from the date of issue. Renewal notices are mailed to permit holders 30 days prior to the permit expiration date. **Sec. 25-58. - Permit duration**; **renewal and inspection**. It is the alarm system user's responsibility to renew their Alarm Permit yearly.

FALSE ALARM FEES

Section 25-57(k) and 25-66(a) of the City Code of the City of San Antonio establishes the following fees for false alarms. Fees must be paid before a permit can be issued or renewal of permit issued. Sec. 25.57 (h)

We accept Check/Money Orders Only

NO PERMIT FEE:	\$	75.00	for each Un-permitted Burglar/Robbery Alarm Activation Residential
	\$	125.00	for each Un-permitted Burglar/Robbery Alarm Activation Commercial
	\$	125.00	for each Un-permitted Fire Alarm Activation. Residential & Commercial
BURGLARY:	\$	0.00	There is no service fee for the first three (3) false burglar alarms
	\$	50.00	4th & 5th false alarm
	\$	75.00	6th & 7th false alarm
	\$	100.00	8th and successive false alarms within 12-month permit cycle
ROBBERY:	\$	0.00	There is no service fee for the first (1 st) false alarm.
(Includes Hold-up,	\$	200.00	2 nd false alarm,
panic and silent	\$	300.00	3rd false alarms
duress alarms)	\$	400.00	4th false alarm
	\$	500.00	5th and successive false alarms within 12-month permit cycle
FIRE:	\$	0.00	There is no service fee for the first false alarm.
	\$	125.00	2nd, 3rd, & 4th false alarm activations
	\$	250.00	5th, 6th, 7th, 8th, 9th, & 10th
	\$	500.00	10th and successive false alarms within the 12-month permit cycle
<u>Prior</u> to the arrival of Fire Department personnel, if a false fire, smoke, or heat alarm notification is cancelled, the holder of an alarm permit shall pay, instead, a service fee as follows:			
	Ç	50.00	for the 2 nd , 3 rd , & 4 th , false alarm activations,
	\$	125.00	5 th , 6 th , 7 th , 8 th , 9 th , & 10 th , false alarm activations
	\$	250.00	10 th and successive false alarms within the 12-month permit cycle.