

**BURLINGAME POLICE DEPARTMENT
ALARM PERMIT APPLICATION AND EMERGENCY CONTACT LIST**

| | | | |
|-----------------------------------|--|-----------------------------------|------------------------------------|
| Alarm Address: | | Business <input type="checkbox"/> | Residence <input type="checkbox"/> |
| Business Name: (If Applicable) | | Owner Name: | |
| Business Phone: | | Owner Address: | |
| | | Owner Phone: | |
| Mailing Address: | | | |
| | | | |

EMERGENCY CONTACTS

| Contact Name | Title or Relationship | Address | Phone | Response Time in Minutes |
|--------------|-----------------------|---------|-------|--------------------------|
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ALARM INFORMATION

| Type | Company | Address | Phone |
|------|---------|---------|-------|
| | | | |

MISCELLANEOUS

| |
|-------------------------|
| Adjacent Buildings: |
| Fire Escape: |
| Hazards (Animals, Etc.) |

PAYMENT INFORMATION

| | | |
|------------|---------|----------|
| Date Paid: | Amount: | Check #: |
|------------|---------|----------|

Annual permit fee is \$49.50 or prorated for a partial year of service:

| | | | |
|------------------|----------------|------------------|----------------|
| Jan – Mar | \$49.50 | Apr – Jun | \$37.50 |
| Jul – Sep | \$25.00 | Oct – Dec | \$12.50 |



CITY OF BURLINGAME

Alarm Permit Information

Burlingame City Ordinance No. 1480 requires all residents and business owners with alarm systems in Burlingame to obtain an alarm permit. The annual cost is **\$49.50** and a prorated amount is charged for those who begin service after the first quarter of the year. This charge covers the cost of processing and filing documents. For your convenience, an application form is on the reverse side of this sheet. If you have not already obtained a permit, complete this application and emergency contact information and mail it with a check payable to "City of Burlingame" to:

**City of Burlingame
Treasurer's Office
501 Primrose Road
Burlingame, CA 94010**

The alarm ordinance was enacted to reduce the number of false alarms to which the Police Department must respond. Excessive false alarms negate the value of an alarm system, and increase the likelihood an officer will be less attentive when, in fact, and actual intrusion may be occurring. For your personal safety, as well as your property and the police officer, it is important that the alarm activate only when necessary. Under the ordinance the billing is as follows:

If you have an alarm permit from the City of Burlingame:

1-2 False Alarms are **FREE**
3-5 False Alarms are **\$50.00** each
6 or more False Alarms are **\$100.00** each

If the police department responds to an alarm at your residence or business and you do not have an alarm permit, you will be charged

| | |
|----------|------------------|
| \$150.00 | Penalty Fee |
| \$49.50 | Alarm Permit Fee |

Annual permit fee is \$49.50 or prorated for a partial year of service:

| | |
|-----------|---------|
| Jan – Mar | \$49.50 |
| Apr – Jun | \$37.50 |
| Jul – Sep | \$25.00 |
| Oct – Dec | \$12.50 |

Emergency Contact Information

The application on the reverse will also serve as an Emergency Contact Information Form. This form will be kept at the Police Department and provide them with emergency information when needed. Please fill it out completely and return it with your payment.

If you have any questions about the alarm permit program, please contact the Burlingame Police Department, (650) 777-4100.