



# City of Tualatin

## POLICE DEPARTMENT

### Alarm Permit Application



A check or money order in the amount of \$25.00 must accompany the returned application. Make checks payable to "City of Tualatin." Return to: Alarm Permit Coordinator at 8650 SW Tualatin Rd., Tualatin, OR 97062.

### ALARM INFORMATION

Select One: <input type="checkbox"/> Renewal <input type="checkbox"/> New <input type="checkbox"/> Amendment		PERMIT # (for renewal or amendment)
Audible Alarm? (bell/siren) <input type="checkbox"/> Yes <input type="checkbox"/> No		Monitoring Service?: <input type="checkbox"/> Yes <input type="checkbox"/> No
ALARM MONITORING COMPANY		MONITORING PHONE NUMBER (usually a 1-8XX number)

### LOCATION INFORMATION

Commercial Property  Residential Property

PHYSICAL ADDRESS	LOCATION PHONE
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### APPLICANT INFORMATION

BUSINESS or RESIDENT'S NAME		CONTACT PHONE
BUSINESS CONTACT PERSON		ALTERNATE PHONE
EMAIL	Send me the permit by <input type="checkbox"/> Email <input type="checkbox"/> Mail	DOB (exemption for age 65+)
MAILING ADDRESS (if physical address does not accept mail)		

### EMERGENCY CONTACTS

EMERGENCY CONTACT PERSON (if different from above)	PHONE	EMERGENCY CONTACT PERSON (if different from above)	PHONE
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Authorized Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Printed Name: \_\_\_\_\_

#### For Office Use Only

RECEIVED BY	CHECK #	AMOUNT	PAYMENT POSTED DATE
PERMIT #	EXPIRATION DATE	ENTERED BY	MAILED/EMAILED DATE

## Alarm Ordinance Permit Information

Under Tualatin Municipal Code 6-6 any location with an alarm system that is audible or summons police must obtain an Alarm Permit through the Tualatin Police Department.

The ordinance was enacted because over 90% of alarms are false. It is important to reduce the number of false alarms so that police will have more time to perform other necessary services and maintain an effective police response. Each alarm user will be notified, whenever possible, after each false alarm either by mail, email or posted notice. In most cases, the officer answering the alarm call will leave a posted notice at the premises.

### False Alarm Fees

Alarm users who have more than two false alarms during the permit period (calendar year) are subject to a surcharge.

1 <sup>st</sup> & 2 <sup>nd</sup> false alarms .....	▶ No Fee
3 <sup>rd</sup> false alarm .....	▶ \$90
4 <sup>th</sup> false alarm .....	▶ \$120
5 <sup>th</sup> false alarm .....	▶ \$175
6 - 9 false alarms .....	▶ \$235 <u>per alarm</u>
10 or more false alarms ...	▶ \$500 Civil Infraction Citation into Tualatin Municipal Court

### Permit Fee

The annual permit fee is \$25. The permit fee is waived for residential alarm users that are handicapped or over 65. A permit is still required. Permits are non-transferable and must be renewed within 10 days of the expiration date. The permit must be conspicuously displayed on the main entry door or in the front window of the building.

### Application Submission

**In person:** Bring the application and payment to the Tualatin Police Department.

**By mail:** Mail the application along with a check or money order payable to "City of Tualatin" to the address below.

Tualatin Police Department  
Attn: Alarm Permit Coordinator  
8650 SW Tualatin Road  
Tualatin, OR 97062

An alarm permit will be mailed or emailed to the applicant after the application is processed. Permits will be mailed directly to the permitted location unless otherwise specified.

For additional questions or information contact 503-691-4846 or email [JMasse@tualatin.gov](mailto:JMasse@tualatin.gov). The complete Alarm Ordinance is available online at [www.tualatinoregon.gov](http://www.tualatinoregon.gov) within the Tualatin Municipal Code Chapter 6-6.