



City of Tualatin

POLICE DEPARTMENT

Alarm Permit Application



- **Application Fee: \$26.25**
- **Check/Money Order:** Payable to "City of Tualatin"
- **Credit/Debit Card:** Call 503-691-4846 to pay by phone
- **Deliver In Person or Mail to:** Tualatin Police Department

Attn: Alarm Permits
8650 SW Tualatin Rd
Tualatin, OR 97062

ALARM INFORMATION

Application Type: NEW RENEWAL AMENDMENT	PERMIT # (renewal or amendment ONLY)
Alarm Type: AUDIBLE SILENT BOTH	Monitoring Service: YES NO

LOCATION INFORMATION

Property Type: RESIDENTIAL COMMERCIAL

PHYSICAL ADDRESS	LOCATION PHONE
------------------	----------------

APPLICANT INFORMATION

BUSINESS OR RESIDENT(S) NAME		CONTACT PHONE
BUSINESS CONTACT PERSON		ALTERNATE PHONE
EMAIL	AGE 65+ OR OLDER YES NO	
MAILING ADDRESS (if different than physical address)	DISABLED YES NO	

Permit Delivery: MAIL EMAIL

EMERGENCY CONTACTS

EMERGENCY CONTACT PERSON	PHONE	EMERGENCY CONTACT PERSON (if different from above)	PHONE
--------------------------	-------	--	-------

PROTECTIVE SWEEP AUTHORIZATION

A protective sweep is a visual inspection of a home or business by law enforcement personnel when an alarm is activated, the premise is unsecured or shows signs of forced entry, and when a responsible person is not immediately available to give or refuse consent for the officer to enter. You may change your decision at any time by completing a new form.

Selection of one is mandatory. Failure to select either one will designate your property as "do not consent".

I DO give consent for law enforcement to conduct protective sweeps when responding to alarm events at my premise.

I DO NOT give consent for protective sweeps. I understand that without additional details of a crime in progress, or without a responsible person immediately available to provide consent to enter, law enforcement will not conduct a protective sweep when responding to alarm events at my premise.

The information provided is accurate and true to the best of my knowledge.

Printed Name

For Office Use Only

Authorized Signature

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

Alarm Permit Ordinance 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.

Alarm Fees

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

Initial Application	\$26.25
Annual Renewal	\$26.25
1st and 2nd False Alarm	No Charge
3rd False Alarm	\$95
4th False Alarm	\$125
5th False Alarm	\$185
6th or More False Alarms	\$250 per alarm
10 or More False Alarms	\$525 civil infraction citation
Late payment of renewal (after 60 days)	\$80
Expired, reinstatement fee, once revoked (after 90 days)	\$105
Failure to obtain alarm permit (within 60 days of installation)	\$80
Failure to report changes to account (within 10 days)	\$26.25
Non-permitted or revoked alarm permit	\$525

Permit Fee

The annual permit fee is \$26.25. 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. Alarm permit accounts will be auto-renewed, unless we are notified prior to the expiration date that the alarm is no longer active.

Application Submission

In person: Bring the application and payment (cash, check, money order, debit/credit) to the Tualatin Police Department.

Email/Phone: Email application and call 503-691-4846 to process credit/debit card payment by phone.

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 Permits
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 JMassey@tualatin.gov. The complete Alarm Ordinance is available online at www.tualatinoregon.gov within the Tualatin Municipal Code Chapter 6-6.