



Alarm System Permit Application

Charlotte Alarm Management Services
PO Box 1500 Waldorf, MD 20604
phone: (877) 893-5269 fax: (301) 638-9319

DEPARTMENT
USE ONLY:

This application is for a (*check one*):

Business Residence



*Please print legibly and use black ink. Send to the above address or fax number. Boxes indicated with an * are required fields. Incomplete or illegible applications cannot be processed.*

1. Alarm User Information (Alarm Location)

Last Name * First Name * Middle Initial *

* If a business location, provide Business Trade Name and Corporate Ownership information

* Street Number Street Name Email Address

* Apt./Suite/Room # * City/Town State * Zip Code

* Home Phone Work Phone * Cell Phone

2. Mailing Address (if different from the Alarm Location)

* Street Number Street Name

* Apt./Suite/Room # * City/Town State * Zip Code

3. List two (2) people to contact in the event of an alarm (who can respond within 30 minutes)

* Last Name #1 First Name *

* Home Phone Work Phone Cell Phone/Pager Number

* Last Name #2 First Name *

* Home Phone Work Phone Cell Phone/Pager Number

4. Alarm Company Information

* Company Name Phone Number *

5. Monitoring Company Information (if different from Alarm Company)

Company Name Phone Number

If you have NOT received an alarm permit within 10 business days, please call (877) 893-5269. This alarm permit is required to receive police response to your alarm system.

For Your Protection: Register Your Alarm

SECURITY ALARM
PERMIT APPLICATION



POLICE

CHARLOTTE-MECKLENBURG
POLICE DEPARTMENT

False alarms account for more than 98% of all alarm activation calls to the Charlotte-Mecklenburg Police Department. To reduce unnecessary calls for service and better use limited police resources, all owners of electronic security alarm systems in the City of Charlotte and unincorporated areas of Mecklenburg County MUST obtain a permit (auto and fire alarms are excluded).

Who needs a security alarm permit?

Any person or entity (corporation, partnership, proprietorship, government, educational institution, etc.) owning or leasing a security alarm system, or on whose premises a security alarm system is maintained for protection of the property must have a permit. This includes hold-up, panic, and burglar alarms. It does not include fire, medical, or vehicle alarms.



What is the permit for?

The permit allows you to operate a security alarm system in the City of Charlotte and the unincorporated areas of Mecklenburg County. Permits also provide the Charlotte-Mecklenburg Police Department with necessary information. With a valid permit, police will respond to an alarm activation. Alarm companies MUST have this permit number to request police response.

What happens when my alarm is activated?

If your security alarm system is monitored, the monitoring company will contact the police department. If your alarm is not monitored, someone must initiate the call to police. With a valid permit, police will respond to the alarm location.

What is a false alarm?

An alarm is false when, upon inspection by the Charlotte-Mecklenburg Police Department, evidence indicates that no unauthorized entry, robbery or other such crime was committed or attempted in or on the premises which would have activated a properly functioning alarm system.

What is the fine for a false alarm?

- Per permit year, fines for the first two false alarms at a permitted address are waived. Fines for subsequent alarms are as follows:

Alarms 3-5	\$50.00 each
Alarms 6-7	\$100.00 each
Alarms 8-9	\$250.00 each
10 and above	\$500.00 each
- If police respond to an unregistered alarm, the owner will be fined \$100.
- If an audible alarm sounds for more than 15 minutes, the owner will be fined \$100.

What happens if I fail to pay a fine?

If fines are not paid within 30 days of invoice, police response to alarm calls at the permitted address will be discontinued. Response is reinstated after full payment has been received.

Why is an address in Waldorf listed?

The City of Charlotte has contracted with a management firm to handle the tracking and billing of the alarm program. For questions or concerns, please contact Charlotte Alarm Management Services at (877) 893-5269 and at PO Box 1500, Waldorf, MD 20604

Things you should know about your alarm system

- Make sure everyone in your home or business is familiar with the alarm and how it operates.
- Secure all doors and windows before arming the system.
- Notify your monitoring company of any changes or problems with your system.
- Routinely inspect and maintain your system.
- To avoid false alarm dispatches, you should request that your alarm monitoring company attempt to contact you prior to requesting police dispatch.

Things you should know about your permit.

- Your permit is valid for 12 months from the date of issuance.
- You should receive your permit along with additional helpful information within ten (10) business days after submitting a completed application.
- Make sure your monitoring company has your permit number. If you have NOT received an alarm permit within 10 business days, please call (877) 893-5269.
- You must renew the permit every year to receive police response to an alarm signal.
- You will receive a reminder notice about 30 days prior to your annual renewal date.
- If you move to another address, you must close the old permit and apply for a new one.
- The permit cannot be transferred to another person or location.
- This permit is required for properties within the City of Charlotte and the unincorporated areas of Mecklenburg County. If you live within the town limits of Cornelius, Huntersville, Pineville, Mint Hill, Matthews or Davidson, please contact those police departments for information about alarm permit requirements.

For additional information, visit www.cmpd.org or contact **Charlotte Alarm Management Services** at (877) 893-5269.