

# RESIDENTIAL APPLICATION FOR PERMIT TO OPERATE ALARM SYSTEM

New Permit  
Update Permit

N.B.M.C. Section 5.49.020 requires a permit to operate an alarm system within the city limits of Newport Beach  
**The application fee is \$\_\_\_\_\_.** **You will be billed this amount after the application is processed.**

Please return this completed form to:  
Newport Beach Police Department, Attn.: Alarm Office  
870 Santa Barbara Dr., P.O. Box 7000, Newport Beach, CA 92660

## For Office Use Only:

Permit #:	Account #:	CS #:	MID#:	RD:	Fee Rec'd/Chk #:	Processed by:	Date:
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## Alarmed Location Information:

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Name of Adult Residents (Last, First)

Optional Premise Information:    Weapon(s)    Dog(s)    Description: \_\_\_\_\_

## Billing Information:

Name: (Last, First Middle) \_\_\_\_\_ Phone Number \_\_\_\_\_

Address: (Street Address, Suite/Apt. #, City, State, ZIP Code) \_\_\_\_\_

## Responsible Individual for Alarmed Location (Permit Holder)

Applicant Name (Last, First, Middle) \_\_\_\_\_ Drivers License Number \_\_\_\_\_ State \_\_\_\_\_

Address (Street address, Suite/Apt #, City, State, ZIP Code) \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

## Alarm System Information (Please Check ONE):

**System is Monitored by Alarm Company**    Name of the Alarm Company \_\_\_\_\_

Phone Number \_\_\_\_\_ Address \_\_\_\_\_  
Please check:    Robbery (Panic, Silent)    Burglary (Doors, Windows, Motion)    Fire (Smoke, Heat)    Medical

**System is Monitored by Police Department (Not an Alarm Company)**    Please provide the Cancel Code/Password: \_\_\_\_\_

**System is Audible Only - No Monitoring Company.**

## Emergency Telephone Numbers (Other than Permit Holder, People able to respond to location)

Name (Last, First, Middle) \_\_\_\_\_ Home Phone \_\_\_\_\_ Bus. Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Relationship to Permit Holder: \_\_\_\_\_ Has Key & Code to Alarm:    Yes    No

Name (Last, First, Middle) \_\_\_\_\_ Home Phone \_\_\_\_\_ Bus. Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Relationship to Permit Holder: \_\_\_\_\_ Has Key & Code to Alarm:    Yes    No

Name (Last, First, Middle) \_\_\_\_\_ Home Phone \_\_\_\_\_ Bus. Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Relationship to Permit Holder: \_\_\_\_\_ Has Key & Code to Alarm:    Yes    No

**This Application Cannot be Processed Unless All Sections are Complete.**

The above information is true and correct to the best of my knowledge.

## **Alarm System Requirements**

The alarm company central station must give the alarm permit number to the Police/Fire dispatcher at the time an alarm is reported. Ascertain that your alarm company has forwarded your assigned permit number to the central station.

Exterior Audible devices may sound for a maximum of fifteen (15) minutes at a residential location and thirty (30) minutes at a commercial location before automatically resetting.

A battery backup power supply must maintain the alarm system for a minimum of two (2) hours in case of a power failure.

Automatic dialing devices used for notification of an alarm activation shall be prohibited.

The alarm permit is nontransferable.

The Police Department may inspect the system after issuance of a permit to determine whether it is being used in conformity with the terms of the permit.

The Police Department Alarm Office must be notified of any alarm service termination.

## **Renewal Fees**

Newport Beach Municipal Code Section 5.49.045 requires an annual renewal fee for a commercial alarm permit of \$\_\_\_\_\_ and a triennial renewal fee for a residential alarm permit of \$\_\_\_\_\_.

## **False Alarms**

By City Ordinance definition, a false alarm is "...the activation of an alarm system through mechanical failure, accident, misoperation, malfunction, misuse, or the neglect of either the owner or lessee of the alarm system or any of his employees or agents." In the absence of any evidence of an unlawful intrusion constituting a crime or attempted crime, a conclusive presumption of a false alarm will be made.

The first and second Police false alarms within a calendar year (defined as January 1<sup>st</sup> to December 31<sup>st</sup>) are not assessed a fine.

A third Police false alarm within a calendar year is assessed a \$50 fine.

A fourth Police false alarm within a calendar year is assessed a \$100 fine.

Additional fines are assessed for each subsequent Police false alarm within a calendar year, increasing by \$25 each time. For example: a fifth Police false alarm would be \$125, a sixth would be \$150, etc.

## **Permit Revocation**

The alarm permit may be revoked upon failure to pay any false alarm fines.

The alarm permit may be revoked after the sixth false alarm within a calendar year.

Operation of an alarm system while the permit is revoked is an infraction and may result in a citation.

## **Questions**

Please contact the Alarm Office at (949) 644-3723.