

CITY OF DOTHAN
ALARM APPLICATION INFORMATION

___ Government ___ Non-Profit Organization ___ Update

CATEGORY OF ALARM (Check All that Apply):

- **Law Enforcement:** Intrusion/Burglar Robbery/Distress Panic
- **Fire:** Sprinkler Smoke Detector Water Flow Flood Carbon Monoxide
- **Emergency Medical:** Medical Alert
- **Other:** Specify: _____

ALARM VENDOR:

Name: _____ 24-Hour Contact Number: _____

REPORTING METHOD:

Central Station Varitech _____ (Alarm Number: _____)
Other (specify) _____

ALARM LOCATION INFORMATION:

Name: _____
Address: _____

Telephone #: _____
Manager: _____

BILLING INFORMATION (if different from location):

Name: _____
Address: _____

Telephone #: _____
Attention: _____

CANINE INFORMATION:

Type of Breed(s): _____, _____, _____, _____
Number of Canines: _____ Current Vaccinations: Yes No
Type of Fencing (check all that apply): Underground Fence Chained Link Fence Privacy Fence
Other: _____

CONTACT INFORMATION:

List at least two (2) local personnel that can respond immediately in the event you are not available. Any contact changes should be made in writing to the Dothan Police Department utilizing this form.

	<u>Name</u>	<u>Phone 1</u>	<u>Phone 2</u>	<u>Phone 3</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____

Applicant's Signature: _____ **Date:** _____

Yes, I would like to receive my statements via email @ _____

-----**FOR OFFICIAL USE ONLY**-----

Date Received: _____ Permit Number: _____
Fee Received: _____ By: _____

CITY OF DOTHAN
ALARM APPLICATION INSTRUCTIONS

Govt/Non-Profit/Update: This only applies to government agencies and non-profit organizations, such as churches. This does not apply to your residence. Make an indication if you are updating current information.

Category of Alarm: Please check all that apply to your system.

Alarm Vendor: The name of your alarm company and their 24hr contact number.

Reporting Method: This can be obtained from your alarm company or left blank if they are unable to provide it.

Alarm Location: The physical address of where the alarm has been installed. For businesses please be sure to put the business name and include suite numbers if applicable. (Do Not Include Alarm Codes)

Manager: Only to be filled out if the premises are tended to by a manager (i.e. apartment complexes or businesses).

Billing information: The address where you wish to receive correspondence in reference to the alarm for the above location. Leave blank if it is the same as the alarm location.

Contact Information: It is very important to have a minimum of 2 alternate contacts in case you are unreachable. They do not have to have key access to your home.

Email: Please check the box and provide a valid email address if you would like to receive your statements by email.

After you have filled out the form, you will need to print and sign it. There is a one-time \$25.00 application fee for your alarm permit. Please make all checks payable to the **City of Dothan**. If at any point you have a change of information, such as business name or change of location, you must fill out another application; however, you will not be subject to an additional fee. Alarm permits are not transferable from person to person.

If you have any questions regarding your application, please feel free to contact Gloria Etrass at (334) 615-3605.

MAIL TO:
Dothan Police Department
Attn: Records Division
210 N. St. Andrews St.
Dothan, AL 36303

- **Sec. 54-63. - Permit.**

(a) *Required.* No person, firm or business shall install any alarm system other than in his/her own residence as cited in [section 54-61](#) unless a permit has been obtained. No person shall install or maintain any alarm system within the city unless the person has a current valid License for the Alabama Electronic Security Board of Licensure and a current valid city business license.

(b) *Application.* No alarm shall be installed without completion and approval of an application as designed and maintained by the police chief. Alarms, whose primary purpose is to detect fire, toxic gases smoke, heat, sprinkler water flow or other methods of fire detection must also have the approval of the fire chief. Alarms that are not permitted, approved, revoked or temporarily suspended may not have police, fire rescue, or other city forces dispatched.

(c) *Fee.* Upon approval of the permit application by the chief of police or his/her designee, and when required the fire chief or his/her designee, the applicant will pay a fee of \$25.00. Government entities and non-profit organizations, as determined by the chief of police, are exempt from the initial permit fee. A check for this amount shall be attached to the application and if the application is approved the check shall be sent to the city clerk. Applications that are disapproved shall be returned by first class mail to the applicant along with the check. The communications center shall periodically audit alarms received and notify the police chief, or fire chief in the case of fire detection alarm systems, of alarms that are not permitted. The police chief shall take steps to notify the resident, owner or other responsible party of the need for compliance with this section. Notification may be by telephone, first class mail, certified mail, or in person. Failure to secure a permit within a 14 day period from the time of notification shall constitute a violation of this section and is a misdemeanor. The police chief may order the alarm revoked and disconnected after mailing a notification by first class mail. Such notice shall include the date of discontinuance and may be included in the failure to secure a permit notification.

(d) *Transferability.* Permits issued under this section shall not be transferable.

(e) *Revocation.* Permits are a privilege and not a right to the permittee. Failure to comply with any portion of this section shall be grounds for the revocation of the permit by the chief of police including permanent revocation. The communications center shall not acknowledge nor dispatch police, fire rescue or any city resources to any alarm that has been revoked, permanently revoked, or temporarily deactivated. Revocation notices other than temporary deactivations will be made in writing delivered by first class mail or in person by the city.

(f) *Existing alarms.* Existing alarms with prior permits are not exempt from this section or any other portion of this article. Persons or businesses with prior permits issued within five years of the date this article is enacted may register a new permit at no cost. This article requires all alarms to be re-permitted upon its enactment.

(Code 1977, § 13-2; Ord. No. 2001-224, § 1, 7-24-01)

- **Sec. 54-67. - False alarms.**

Under this section, a permittee will be subject to the following false alarm fee and other penalties related thereto:

(a) Each false alarm in excess of one false alarm in a calendar month will be subject to the following fee schedule. False alarms as a result of Acts of God as aforementioned as determined by the city are excluded.

(b) First false alarm (calendar month)No charge

Second false alarm (calendar month)\$50.00

Additional false alarms (calendar month)50.00

(Code 1977, § 13-6; Ord. No. 2001-224, § 1, 7-24-01)

Frequently Asked Alarm-Related Questions

1. *"Isn't it the responsibility of my alarm company to make sure that all the proper permits are obtained?"*

Obtaining an alarm permit is the responsibility of the home/business owner. This permit belongs to you not your vendor. If you choose to change vendors, locations etc., then your permit will go with you.

2. *"Do I have to get a permit if I install my alarm myself?"*

Yes. Every alarm system - whether or not it's monitored - in the City of Dothan is required to have a permit. There is a One Time \$25.00 application fee and the permit does not expire while you reside in the city limits of Dothan.

3. *"I've had my alarm for 20 years. Why wasn't I told I need a permit before?"*

Some alarm companies work much more closely with the police department than others. Alarm companies who have had business in Dothan for a while should have informed you of the local requirements; however, many alarm companies have customers in numerous areas and it can be difficult to keep track of every ordinance in every area. The bottom line is that all alarm users have a responsibility to make sure that their system is legal - similar to how the owner of a car must make sure that the registration and insurance forms are filled out and submitted on time.

4. *"If the alarm does its job and scares off a prowler who's trying to break in, why should I be billed? How is that a false alarm?"*

If someone tries to break in, there will typically be some evidence of tampering: pry marks around a door, a torn or removed screen, a broken window. etc. If there isn't any such evidence, police have to assume that the cause of the alarm is unknown... which means it's a false alarm.

If your windows and doors wiggle enough to set off your alarm, you need to either tighten up security or have your alarm's sensitivity adjusted.

5. *"Does it matter which alarm company I choose?"*

Selecting an alarm company should be like any other big decision *you* make. Don't be pressured into "limited time only" deals unless you know that the product - and the service - is exactly what you're looking for. Many alarm companies try to get your business by claiming that their "special offer" cannot be beaten, but there are a LOT of alarm companies out there. Some use better equipment, some provide more personal service, and unfortunately some seem to make a sale and disappear overnight. Feel free to shop around, and make sure that the alarm system you are buying is going to meet your needs.

6. *"What's really the big deal about a few alarms going off at my house? That's what the police are for!"*

Having multiple false alarms is like having a car that starts less than 10% of the time. Less than 10% of all alarm calls are related to legitimate criminal activity. Consider this: if officers are out checking an alarm that was set off by someone's cat, they can't be across town responding to a traffic accident or a domestic violence call. Where do you want the police when you have a legitimate emergency?