



# ALEXANDRIA POLICE DEPARTMENT ALARM USER PERMIT APPLICATION



**INSTRUCTIONS:** You must fill out this application with the twenty-dollar (\$20.00) permit fee. (Fee Waived until January 1, 2013) Make all checks payable to the City of Alexandria and mail to Alexandria Police Department, Alarm/Permit Section, 1000 Bolton Alexandria, LA 71301 or bring to police headquarters at 1000 Bolton Avenue, Alexandria, Louisiana.

**NOTE:** The operation of an emergency alarm system without the required permit will subject you to a fine of up to \$100.00.

### PLEASE PRINT OR TYPE

#### Complete this section if alarm is installed in a business

Name of Business \_\_\_\_\_

Representative applying \_\_\_\_\_  
(Last) (First) (MI) (Title)

Drivers License Number: \_\_\_\_\_ SS# /or Tax ID # \_\_\_\_\_

Physical Address: \_\_\_\_\_  
(Suite Number & Name) (Zip Code)

Mailing Address: \_\_\_\_\_  
(P.O. Box, Street Number & Name) (Zip Code)

Telephone Number: \_\_\_\_\_ / \_\_\_\_\_ Signature: \_\_\_\_\_  
Home Work

#### Complete this Section if alarm is installed in a residence

Name of resident(s): \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Physical Address: \_\_\_\_\_  
(Street Number) (Zip Code)

Mailing Address: \_\_\_\_\_  
(P.O. Box, Street Number & Name) (Zip Code)

Telephone Number: \_\_\_\_\_ / \_\_\_\_\_ Signature: \_\_\_\_\_  
Home Work

#### Business and Residence Complete this Section

The alarm system being registered is: New \_\_\_\_\_ Existing \_\_\_\_\_ Installation Date \_\_\_\_\_

Name and address of alarm company you purchased your system from: \_\_\_\_\_

Alarm Company Telephone Number: \_\_\_\_\_ State License Number: \_\_\_\_\_

Name and Address of person(s) and company who installed your alarm system: \_\_\_\_\_

Installer's Telephone Number: \_\_\_\_\_ State License Number: \_\_\_\_\_

Name and address of monitoring company (if any) \_\_\_\_\_

\_\_\_\_\_ Phone Number: \_\_\_\_\_

**Note:** A separate Alarm Permit is required for each alarm operated with the City of Alexandria. Example - If your company has two locations with alarms each must have an individual alarm permit, two buildings at the same address with alarms one permit.