

Renewal Fee \$25.00
Late Fee \$5.00

MANOR POLICE DEPARTMENT ALARM PERMIT APPLICATION (For Single Alarm System)

Permit Fee: \$50.00 per Residential System
\$50.00 per Commercial System
\$50.00 per School or Similar Occupancy

\$25.00 per renewal

No Fee for Government Agencies *

Mail to: Manor Police Department

402 W Parsons St.

Manor, Texas 78653

Phone: (512) 272-8177 Fax: (512) 401-3250 for questions e-mail: pdrecords@manortx.gov

Please Read Instructions, and complete and return your application to the address above.

Please print clearly or type. Permit is valid for one year from month issued.

1. Applicant – The City of Manor must have the name, driver's license, home address and telephone number of the **person** who will be responsible for the alarm system. **Driver's License number is for identifying Permit Holder Applicants with similar names. A COMPANY NAME IS NOT ACCEPTABLE!**
2. Signature of the Permit Holder Applicant must be the signature of the person listed as Permit Holder.
3. Please include ZIP CODE plus extended zip code and telephone area codes.
4. Application **MUST** include a **cashier's check or money order payable** to The City of Manor.
5. **Credit cards** are currently being accepted with a \$3.00 service fee. Please call 512-272-8177 to make a payment.

List any known hazards police officer or firefighters may encounter at alarm site, such as explosives, dangerous chemicals, razor/barbed wire, animals etc.

Type of Alarm ☐ Burglary ☐ Robbery ☐ Fire ☐ Medical/Distress			
Type of location where system is used (check one only)			
☐ Residential (\$50.00)	☐ Commercial (\$50.00)	☐ Governmental (No Fee)	
Alarm Company Name	Company Name (if Commercial)	Office Name (if Governmental)	Phone Number
Permit Holder's Name (Last, First, Middle Initial)		Email Address	Job Title (if Commercial)
Drivers License (State & Number Required)		Day phone number	Night phone number
Permit Holder's Home Address (include apt., bldg. or unit)		City, State, Zip + 4	
Address where alarm will be located (include apt., bldg. or unit)		Zip Code	
Billing Address where permit is to be mailed		City, State, Zip + 4	
Permit Type: (check one only) ☐ New Permit \$50.00 ☐ Renewal \$25.00 ☐ Information Change (No Charge)			
Permit Number if Renewal or Information Change: _____		Old Alarm Location: _____	
Is alarm location in a gated community? ☐ Yes ☐ No Gate Code: _____			
Names and phone numbers of two persons MPD can contact in an emergency, if we are unable to contact the Permit Holder. (This information is essential)			
Name	Day Phone Number		Night Phone Number
Name	Day Phone Number		Night Phone Number

Submit a separate application and fee for each alarm system.

I have carefully read the completed application and know it to be true and correct. I accept responsibility for the payment of all fees and fines that may result from the operation of the alarm system described above. Alarm permit must be kept at alarm site.

Signature of Applicant/Permit Holder (Required)

Date

MPD – Alarm

Do NOT write below this line OFFICE USE ONLY

Date of Application: _____ [☐] Approved [☐] Rejected

Alarm Administrator Processing Application: _____

Billing Number: _____ Permit Number: _____

Permit Fee Amount: \$ _____

[☐] Has applicant ever been fined for abusive alarm

[☐] Has applicant ever had his/her permit revoked

[☐] Has applicant previously held permit with City?

Date Permit Issued _____

Permit Expiration Date _____

Permit Issued By _____

Copy of Alarm Ord. 411 to applicant _____ Applicant's Initials _____

