



CITY OF VISALIA

ALARM SYSTEM PERMIT APPLICATION

Public Safety Alarms are governed
By Visalia Municipal Code Chapter 8.08.

FOR OFFICE USE ONLY

Permit Number: _____

Date Received: _____

VISALIA POLICE DEPARTMENT
ALARM OFFICER
303 S. Johnson St.
Visalia, CA 93291
Telephone: (559) 713-4238
FAX: (559) 713-4807

Return this form with your check or money order
payment of **\$18.50** payable to City of Visalia
OR pay in person with cash, Visa/MasterCard.

*We do not accept phone or on-line payments, at this time.
Your decal & yearly sticker will be mailed to you.*

Please **PRINT CLEARLY** and **COMPLETELY** Fill Out This Form.

- ☐ New Permit
☐ Update or Renewal

LOCATION OF ALARM:

Address (Include zip code):	
Name of Person Responsible for Alarm:	Phone Number:
Name of Business (If applicable):	Phone Number:

MAILING / BILLING ADDRESS: (If different from above)

Mailing Address:

EMERGENCY CONTACTS:

List two individuals who can provide access to Premises in an event of Emergency.

Name:	Phone Number:
Name	Phone Number:

TYPE OF ALARM: (check all that apply)

☐ Robbery/Hold-up	☐ Audible	☐ Silent	☐ Burglary	☐ Panic or Duress
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ALARM COMPANY:

Name:	Phone Number:
Applicant Signature:	Date:

VISALIA POLICE DEPARTMENT



Please read before completing the attached alarm permit application.

This application is for **NEW PERMIT APPLICATIONS ONLY** and is not to be used for renewals.

Mail this completed application along with your check or money order payable to the Visalia Police Department; or come in person to pay with a Visa, MasterCard, cash, check, or money order between the hours of 8:00 a.m. and 5:00 p.m. Monday to Friday (excluding holidays) at the following location:

**Visalia Police Department
Alarm Officer
303 South Johnson Street
Visalia, CA 93291**

Permit fees are: **\$17.93 a year**, based on the fiscal year of July 1st through June 30th. The City does not pro-rate these fees.

Please see the reverse side of this form for further information regarding the Alarm Permit Ordinance.

If you have any questions regarding this permit, please call the Visalia Police Department Alarm Officer at (559)713-4238.

If you want to contest an alarm response, you must do so in writing to the address listed above within five (5) working days.

ALARM PERMITS

All alarm systems within City of Visalia limits must have a valid alarm permit per Visalia Municipal Code Section 8.08. Alarm permits are renewable on July 1st of each year. Failure to renew this permit prior to July 1st of each year will constitute a violation.

Alarm permits are issued on an annual basis for a twelve-month period beginning July 1st of each year and expiring June 30th of the following year. The City does not pro-rate these fees.

Whenever an alarm user desires to test, repair, modify, or install an alarm system, notification of such intentions shall be given to the Visalia Communications Office Dispatcher at 559-713-8116 prior to such actions.

An alarm system shall be supplied with an uninterruptible power supply in such a manner that the failure or interruption of normal utility electricity will not activate the alarm system. The power supply must be capable of at least four (4) hours of operation.

No person shall use or install any alarm, which will initiate a call and deliver a recorded message to any telephone number terminating at the Visalia Police Department.

A service charge for an emergency response will be assessed against a person or business whose alarm system generates false alarms in accordance with the following schedule:

POLICE DEPARTMENT RESPONSE

First response occurring between July 1 & June 30	Free
Second response occurring between July 1 & June 30	\$35.00 each
Third response occurring between July 1 & June 30	\$50.00 each
Fourth response occurring between July 1 & June 30	\$65.00 each
Fifth response occurring between July 1 & June 30	\$75.00 each
Sixth response occurring between July 1 & June 30	\$90.00 each
Seventh (& any additional) response occurring between July 1 & June 30	\$100.00 each
Replacement of Permit or Validation Sticker	\$4.00 each

All false alarms occurring at locations without a valid alarm system permit and after reasonable efforts of obtaining a permit application have been attained, will be issued an Administrative Citation as required by Visalia Municipal Code Section 1.13.050 with fines starting at \$100.00 for the first violation, \$200.00 for the second violation and \$500.00 for the third and any subsequent violation(s) of the year. Issuance of an Administrative Citation does not eliminate the fact that a permit must still be obtained. Copies of City of Visalia Municipal Code Chapter 8.08 and 1.13.050 are available at the Visalia Police Department at address 303 S. Johnson Street, Visalia CA 93291.