



# BUSINESS ALARM USER PERMIT APPLICATION

This a generic form provided as a public service by the Oregon Security & Fire Alarm Association (800) 692-3798.

To file this form or for further information regarding permit fees, contact your local police department or county sheriff's office.

**FOR OFFICIAL USE ONLY**

Date Received:	_____
Amount Received:	_____
Alarm Permit #:	_____
Date Issued:	_____

## ALARM USER BUSINESS PREMISES INFORMATION

Adult Contact #1 Name (Alarm User): _____		Adult Contact #2 Name (Alarm User): _____	
Name of Company: _____		Building Name: _____	
Premises Phone #: _____	Adult #1 Day-time Phone: _____	Adult #2 Day-time Phone: _____	
Street Address: _____	Suite # _____	Name of Nearest Cross Street: _____	
City: _____		State: _____	Zip Code: _____
Mailing Address (if different than street address) _____			
City: _____		State: _____	Zip Code: _____

### ALARM LOCATION IS:

- Retail Store     Warehouse/Distribution Center  
 Office Suite in Office Building     Manufacturing/Industrial  
 Financial Institution  
 Other: \_\_\_\_\_

### SPECIFIC TYPE OF BURGLAR ALARM SYSTEM

- (check only one box)*  
 Audible Only (system sounds siren/bell)  
 Silent Only (system sends silent signal to alarm monitoring company)  
 Both Audible and Monitored

NOTE: Without a permit on file, law enforcement **may decline to respond** to alarm.

Name of Alarm Installer/Repair Service Company _____	24 hour telephone number _____
Name of Alarm Monitoring Company _____	24 hour telephone number _____

### TYPE OF USER ACTIVATED ALARMS

(Check mark  appropriate box(s) if a user of the alarm system can activate these special emergency conditions even when the burglar alarm system protecting the premises is turned off)

Amount of Fee Enclosed:

\$

- Robbery/Holdup/Burglary/Break-in (A silent signal is sent to the alarm company)  
 Panic (a siren/bell sounds at location and a silent signal is also sent to the alarm company)

OTHER TYPES OF EMERGENCY SIGNALS     Fire Alarm     Medical alert

List two persons who should be contacted in the event of an alarm. **(PLEASE LIST TWO)**

Name #1: _____	Home Phone: _____	Day-time Phone: _____	Extension: _____
Name #2: _____	Home Phone: _____	Day-time Phone: _____	Extension: _____

### INSTRUCTIONS TO HELP OFFICERS RESPOND/SEARCH THE PREMISES (Example: special directions, guard dog is present, etc.)

HAZARDOUS MATERIALS: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE SIGNED: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ *This form last revised November 30, 2000*

# ALARM PERMIT JURISDICTIONS PHONE NUMBERS

## ALPHABETICAL LISTINGS BY CITY NAME

### Instructions

Complete application form on reverse side. Find your city location on this page for phone number and **contact them for information regarding fees and how to process your application.** If your city is not listed on this page, please consult your telephone directory for your nearest police department or county sheriff.

**Albany Police Dept.** - 1117 Jackson Street SE, Albany OR 97321 (541) 917-7680;

Fees: Residential Permit Fee-\$10/yr - Governmental & over age 62- exempt from fees

**Beaverton Police Dept.** - 4755 SW Griffith Dr (P.O. Box 4755), Beaverton OR 97076 (503) 526-2525

Fees: Residential \$10/yr - Commercial or Home Business \$15/yr; over 65 or government exempt

**Canby Police Dept.** - 122 N Holly, Canby OR 97013 (503) 266-1104

Fees: Residential & Commercial Permit \$24/ 2 yr - Over age 65-exempt from fees

**Clackamas County Sheriff's Office** - 2223 S. Kaen Road, Oregon City OR 97045; (503) 655-8822

Fees: Residential Permit Fee - \$10/ 2yr - Commercial Permit Fee - \$20/ 2yr - Over age 65-exempt from fees

**Coos Bay Police** - 500 Central Ave, Coos Bay OR 97420 (541) 269-8914

Fees: Permit Fee - \$20/ yr

**Cornelius, City of** - Permits through Washington County.

**Corvallis Police Dept.** - 180 NW 5th, Corvallis OR 97330 (541) 757-6975

Fees: Permit Fee - \$5/ yr

**The Dalles Police Dept** - 401 Court, The Dalles OR 97058 (541) 296-2613

Fees: Permit Fee - \$8/ yr

**Dundee City of,** - 620 SW 5th (P.O. Box 220), Dundee OR 97115-0220 (503) 538-3922

Fees: Permit Fee \$25 initial, \$15 annual renewal

Additional form required - contact city offices

**Eugene, City of** - 777 Pearl St Rm 107, Eugene OR 97401 (541) 682-8330

Registration fee: Fire Alarm \$25, Security System \$5  
New Permit Fee: Fire \$25, Police - based on size of building \$5-25

Bi-Annual Renewal Fees: Fire \$25, Police see above

**Hood River, City of** - 211 2nd St, Hood River OR 97031 (541)386-3942

Fees: Permit Fee \$10/ yr

**Lincoln County Sheriff's Office** - 225 W Olive, Newport OR 97365 (541) 265-4277

Fees: User permit \$25/ 5yr, Installer \$50/ 5yr, Monitoring Co. \$35/ 5yr

**Marion County Sheriff** - Alarm Coordinator PO Box 14500 Salem OR 503-588-5094

Fees: One time fee \$10

**Medford Police Dept** - 411 W. 8th, Medford OR 97501 (541) 774-2250

Fees: Permit fee \$10/ yr

**Milton-Freewater Police Dept** - 722 S. Main (P.O. Box 6), Milton-Freewater OR 97862 (541) 938-5511; Permits vary

**Milwaukie, City of** - 3200 SE Harrison St., Milwaukie OR 97222 (503) 786-7400

Fees: Residential Permit Fee \$15/ yr - Commercial Permit Fee \$20/ yr

**Multnomah County Sheriff's Office**  
P.O. Box 92153, Portland OR 97292-2153 (503) 251-2411

Fees: Residential/Commercial Burglar Permit fee - \$12/yr; Robbery Permit additional \$12/yr; over age 62 or economically disadvantaged are exempt

**NOTE: Fairview, Gresham, Troutdale, Maywood Park, and Wood Village** city locations are administered by Multnomah County Sheriff (see Multnomah County)

**North Bend** - P.O. Box B, North Bend OR 97459 (541) 756-3161

Fees: Permit Fee \$5

**Oregon City Police Dept** - P.O. Box 3040 Oregon City, OR 97045-0304 (503)657-4964

Fees: Permit Fee \$15/ yr; over 65 and government agencies exempt

**Portland Police Bureau** - Portland Police Alarm Administration, PO Box 1867 Portland, OR 97207 (503) 823-0031

Fees: Business & Residential \$12.yr.

**Reedsport Police Dept** - 146 N. 4th, Reedsport OR 97467 (541) 271-2100

For Fee information contact On Spot Electronics (541) 997-8468 or National Security (800) 462-5446

**Roseburg , City of** - 900 SE Douglas, Roseburg OR 97470 (541) 672-7701

Fees: Alarm Business- initial app. \$30 plus \$50 /yr - Alarm Agent- initial app. \$30 plus \$34 fingerprinting plus \$20/ yr

**Salem, City of** - 555 Liberty St. SE Rm 320, Salem OR 97301 (503) 588-6256

Fees: Permit Fee \$25

**Silverton, City of** - 400 S. Water St., Silverton OR 97381 (503) 873-5326

Fees: Permit Fee \$12/ yr

**Springfield, City of** - Attn: Alarm Licensing 225 Fifth St, Springfield OR 97477 (541) 726-3668

Fees: \$30 Installation, \$40 Permit registration

**Stayton Police Dept.** - 386 N 3rd Ave, Stayton, OR, 503-769-3421

**Sweet Home, City of** - 1140 12th Ave, Sweet Home OR 97386 (541) 367-5181

Fees: Permit Fee \$5/ yr

**Tigard Police Dept** - 13125 SW Hall Blvd., Tigard OR 97223 (503) 639-6168

Fees: Burglar & Robbery Alarm \$15 - Combination System \$25 - over age 60 or handicap-exempt

**Tualatin Police Dept** - 8650 SW Tualatin Rd; Tualatin OR 97062 (503) 691-4800

Fees: Residential & Commercial Permit Fee \$10/ yr

**Turner Police Dept** - 7250 3rd St.(P.O. Box 456), Turner OR 97392 (503) 743-2588

Fees: One time Registration \$10, after 60 days \$25.

**Umatilla, City of** - P.O. Box 130, Umatilla OR 97882 (541) 922-3226

Fees: Homeowner \$5

**Vancouver Police Alarm Center** - PO Box 1995, Vancouver, WA 98668 (360) 696-8172

Fees: \$15.00 (Clark County - Call Vancouver)

**Washington County Sheriffs Office** - 215 SW Adams Ave. - MS32, Hillsboro OR 97123 (503) 846-2700

Fees: Residential & Commercial Permit Fee-\$16/ yr - User Activated Alarm Permit \$16/ yr - Governmental agencies-exempt

**West Linn Police Dept** - 22825 Willamette Dr., West Linn OR 97068 (503) 655-6214

Fees: Permit Fee \$10/ yr - over age 65-exempt

*The following jurisdictions require no permit, or require no fee if a permit is required.*

**Astoria Police Dept** - 555 30th Street, Astoria OR 97103 (503) 325-4411; No fee

**Benton County Sheriff's Office** - 180 NW 5th, Corvallis OR 97330 (541) 757-6858; No fee

**Black Butte Police Dept.** - 13885 Hawks Beard, Black Butte, OR 97759; (541) 595-2191 No fee

**Deschutes County Sheriff (Bend)** - (541) 388-6655

**Garibaldi Police Dept** - 107 6th St, Garibaldi OR 97118-0708 (503) 322-3555; No or fees required

**Gladstone Police Dept** - 535 Portland Avenue, Gladstone OR 97027 (503) 656-4253; No fees

**Gold Beach Police Dept** - 29592 Ellensburg Ave., Gold Beach OR 97444 (541) 247-6671; No fees

**Grants Pass Department of Public Safety** - 101 Northwest A Street, Grants Pass OR 97526 (541) 474-6370; No permits or fees required

**Independence Police Dept** - 240 Monmouth St (P.O. Box 7) Independence OR 97351 (503) 838-1214; No permit or fees required

**John Day Police Dept.** - 450 E Main, John Day OR 97845 (541) 575-0030; No permits or fees required

**Klamath County Sheriffs Office** - 3300 Vandenberg, Klamath Falls OR 97603 (541) 883-5130; No permits or fees required

**Lake Oswego, City of** - 380 "A" Avenue, Lake Oswego OR 97034 (503) 635-0250; No fees

**La Grande Police Dept** - 1109 K, La Grande OR 97850 (541) 963-1017; No permits or fees required

**Molalla Police Dept** - 117 N. Molalla Ave, Molalla OR 97038 (503) 829-6855; No permits or fees

**Pendleton Police Dept** - 109 SW Court Ave. Pendleton OR 97801 (541) 276-4411; No fees

**Seaside Police Dept** - 1091 South Holladay Drive, Seaside OR 97138 (503) 738-6311; No fees required

**Tillamook County** - 201 Laurel Ave., Tillamook OR 97141 (503) 842-2561; No permit or fees required

**Warrenton Police Dept** - 147 S. Main, Warrenton OR 97146 (503) 861-2235; No permit or fees

**Yamhill County Sheriff's Office** - 535 E. 5th Rm. 143, McMinnville OR 97128-4595 (503) 434-7506; No permit or fees required.



# RESIDENTIAL ALARM USER PERMIT APPLICATION

This a generic form provided as a public service by the Oregon Security & Fire Alarm Association

To file this form or for further information regarding permit fees, contact your **local police department or county sheriff's office.**

Date Received:	_____
Amount Received:	_____
Alarm Permit #:	_____
Date Issued:	_____

## ALARM USER INFORMATION REGARDING THE RESIDENCE

*(List the names of two adult residents who can be contacted to verify an alarm.)*

Adult Contact #1 Name (Alarm User):		Date of Birth <i>(for senior discount)</i> :
Adult Contact #2 Name (Alarm User):		Date of Birth <i>(for senior discount)</i> :
Residence Phone #:	Adult #1 Day-time Phone:	Adult #2 Day-time Phone:
Street Address:		Name of Nearest Cross Street:
City:	State:	Zip Code:
Mailing Address of Alarm User <i>(if different than street address of the residence)</i>		
City:	State:	Zip Code:

### TYPE OF RESIDENCE:

- A House
- A Condominium
- An Apartment
- Other: \_\_\_\_\_

### TYPE OF BURGLAR ALARM SYSTEM

- (check only one box)***
- Audible Only *(System sounds siren/bell only)*
  - Monitored Only *(System signals alarm company only)*
  - Both Audible and Monitored

NOTE: Without a permit on file, law enforcement **may decline to respond** to alarm.

\_\_\_\_\_  
Name of Alarm Installer/Repair Service Company  
Company's 24 hour telephone number

Amount of Fee Enclosed:
\$

\_\_\_\_\_  
Name of Alarm Monitoring Company

\_\_\_\_\_  
Company's 24 hour telephone number

### CAN YOU ACTIVATE THE ALARM, MANUALLY?

*(Check mark  all the appropriate box(s) below that describe when you could activate the alarm under these special emergency conditions even when your alarm system is turned off.)*

*A silent signal is sent to the alarm company:*  Burglary/Break-in  Fire Alarm  Medical Emergency Alert  Panic Button - *A siren or bell sounds at your residence and a silent signal is also sent to the alarm monitoring company*

In the event of an alarm, who should be contacted **(PLEASE LIST TWO)**:

Name #1:	Home Phone:	Day-time Phone:	Extension:
Name #2:	Home Phone:	Day-time Phone:	Extension:

**OTHER INSTRUCTIONS TO HELP OFFICERS RESPOND** *(Example: special directions, guard dog is present, etc.)*

\_\_\_\_\_

\_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_ **DATE SIGNED:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_ *This form last revised November 30, 2000*