



ALARM USER'S PERMIT APPLICATION

City of Sweet Home
1950 Main Street
Sweet Home, OR 97386
541-367-5181
Fax 541-367-5235
www.sweethomeor.gov
records@sweethomeor.gov

- 1. Alarm user's name:
2. Business name (if applicable):
3. Street address (alarm location):
4. Phone number (alarm location):
5. Cell Phone#: Work phone #:
6. Mailing address, City, State & Zip:
7. Type of Premise: Single Residence Apartment Business
8. Alarm Company Name & Phone:
9. In case of alarm, who should be contacted (PLEASE LIST 3 PEOPLE BESIDES YOURSELF):
Name Phone:
Name Phone:
Name Phone:

Authorized Signature

Date

A \$5 check or money order must accompany this application.

Pay online at: https://www.sweethomeor.gov/finance/page/online-bill-payment

Pay in person at: 1950 Main Street, Sweet Home, OR 97386 (Cash/Check Only)

Pay by mail at: 1950 Main Street, Sweet Home OR 97386 (Check/Money Order)

If you have a residential alarm in the home, you occupy and you are over 65 years of age, your alarm permit fee will be waived. Check if this applies to you.

FOR OFFICE USE

DATE RECEIVED: RECEIPT #: AMOUNT: \$ INCIDENT#:
PERMIT#: DATE MAILED:

ALARM ORDINANCE PERMIT INFORMATION

The City of Sweet Home has enacted an ordinance requiring that persons who have a burglary or robbery alarm which summons police to any building or premises must obtain an alarm user permit. Alarm users who have more than two false alarms during the permit period (calendar year) are subject to a surcharge.

The Police Department administers this program for the City of Sweet Home. The ordinance was enacted because over 90% of alarms are false. It is important that we reduce the number of false alarms so that police will have more time to perform other necessary services.

In addition to reducing the number of false alarms, the permit system contributes to more effective police response. The permit system will provide current premise or occupant information for the safety and protection of users and emergency responders.

PERMIT FEE SCHEDULE

Permits are \$5 a year for a burglary or robbery alarm. Permits are valid from January 1 through December 31. Each year the permit renewal must be received by February 15 or a permit delinquency charge may be accessed. New permits for alarm systems installed after August 1 of each year will be valid until December 31 of the following year.

No permit fee is required for a residential alarm user over the age of 65 years or for governmental agencies; however, a **permit is still required.**

SURCHARGES FOR FALSE ALARMS

1 st false alarm in permit year	No fine
2 nd false alarm in permit year	No fine
3 rd false alarm in permit year	\$25.00
4 th false alarm in permit year	\$25.00
5 th false alarm in permit year	\$50.00
6 th false alarm in permit year	\$50.00
7 th & additional false alarms in permit year	\$100.00 each

False alarms do not include alarm signals caused by violent conditions of nature or other extraordinary circumstances not reasonably subject to control by the alarm user.

SOUND EMISSION CUTOFF FEATURE

It is a violation of the ordinance for an audible alarm that can be heard outside the building or structure to sound for more than 15 minutes. The audible alarm must be equipped with a sound emission cutoff feature.

TO OBTAIN YOUR PERMIT

Please complete the attached application and return it to us with your check or money order for \$5, made payable to the CITY OF SWEET HOME. Mail it to the Sweet Home Police Department, 1950 Main Street, Sweet Home, OR 97386. Your cancelled check will be your receipt unless you deliver your application and payment in person or online.

QUESTIONS

Any questions you have regarding this ordinance may be directed to records@sweethomeor.gov