

HARRIS COUNTY ALARM DETAIL

9418 Jensen Drive, Suite A
Houston, TX 77093
713-755-4600
www.hcsoalarmpermit.com

**DEPARTMENT USE ONLY**

Permit Number _____
Issue Date _____

ALARM SYSTEM PERMIT APPLICATION

PERMIT MUST BE ISSUED BEFORE ALARM SYSTEM IS ACTIVATED TO AVOID FEES AND/OR FINES

All incomplete/Illegible applications and applications received without permit fee will be returned.

PERMIT FEES* :

\$35.00: New permit for residential and nonresidential alarm sites. **Note**—A \$35 New Permit Fee covers the cost for any one of the three types of Alarm System Permits issued by Harris County Alarm Detail: (1) *Security Alarm Permit Only* (2) *Fire Alarm Permit Only* (3) *Security & Fire Alarm Permit*.

\$10.00: Annual renewal permit for residential and nonresidential alarm sites. (**Note** —*This application must be completed and resubmitted for renewals only if information on your application currently on file needs to be updated. Otherwise, renewals of existing permits require only a \$10 payment with permit number be sent to the Alarm Detail with out a new application,*)

****Permit fees for government offices and residential permit holders who are at least sixty-five (65) years of age shall not be required.**

LOCATION INFORMATION:

NAME OF PERSON OR BUSINESS: _____

ADDRESS: _____
(Where alarm system will be operated) Street Address Apt/Condo/Suite # City/State Zip Code

E-MAIL ADDRESS: _____

MAILING/BILLING ADDRESS: _____
(If different than address above) Street Address / P O Box Apt/Condo/Suite # City/State Zip Code

TELEPHONE NUMBERS: Home (____) _____ Work (____) _____ Mobile (____) _____

TYPE OF LOCATION: _____ HOUSE _____ APT _____ BUSINESS _____ (OTHER) _____

ALARM MONITORING COMPANY: _____ (____) _____
Name Telephone Number License#

Are you applying for Security Alarm Permit Only, a Fire Alarm Permit Only, or a Security & Fire Alarm Permit?

- Check only one box below -

☐ **SECURITY ALARM
PERMIT ONLY**

☐ **FIRE ALARM
PERMIT ONLY**

☐ **SECURITY & FIRE ALARM
PERMIT**

PERMIT APPLICANT: (Individual Making Application)

NAME: _____ **DRIVERS LICENSE/IDENTIFICATION #** _____ **STATE:** _____

If applying for a permit under the Senior Exemption, please provide your date of birth: _____

TAX ID# (Businesses Only) _____

CONTACTS: Please list below (2) **LOCAL** emergency contacts, *other than the intended permit holder or alarm company*, that are willing and able to respond WITHIN ONE (1) HOUR to grant access, secure the property or deactivate the alarm system if the owner/occupant cannot be contacted.

NAME OF CONTACT #1: _____ **Home #:** (____) _____ **Other #:** (____) _____

NAME OF CONTACT #2: _____ **Home #:** (____) _____ **Other #:** (____) _____

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The Applicant/Intended Permit Holder acknowledges and represents that all outstanding fees, fines, charges, cost and/or court judgments relating to the Revised Rules Governing the Regulation of Alarm Systems within Harris County, Texas and owed to Harris County have been paid or satisfied. Please note that Harris County has rules, policies and procedures that are not specified on this application.

The Applicant/Intended Permit Holder acknowledges and authorizes that information contained in the alarm records of the Alarm Detail may be given to applicant's alarm company (for the purpose of the reduction of false alarms).

The Applicant/Intended Permit Holder affirms that he/she has read this application, and that all information herein is true and correct to the best of his/her knowledge. This application may be denied, or permit revoked, for false or misleading information, and that the Applicant, if other than the intended permit holder, certifies herein that he/she is authorized to act for the intended permit holder.

THE APPLICANT/INTENDED PERMIT HOLDER FURTHER ACKNOWLEDGES THAT HE/SHE HAS READ AND UNDERSTANDS THE INFORMATION CONTAINED IN THIS APPLICATION, AS WELL AS THE TERMS AND RESPONSIBILITIES OF PERMIT(S) ISSUED.

APPLICANT SIGNATURE: _____ **DATE:** _____

STATEMENT OF HAZARDOUS CONDITIONS AT ALARM SITE: (Check the statement that applies)

____ THE APPLICANT/ INTENDED PERMIT HOLDER ACKNOWLEDGES AND REPRESENTS THAT THERE ARE NO DANGEROUS OR SPECIAL CONDITIONS PRESENT AT THE ALARM SITE.

____ DANGEROUS OR SPECIAL CONDITIONS DO EXIST AT THE ALARM SITE. You are requested to attach to this application a DETAILED statement of the nature of the dangerous or special conditions for the safety of the County Law Enforcement Officials that respond to activated alarms.

PERMIT TERM: An alarm system permit shall be valid for a twelve (12) month period from the date of issuance as stated on the permit, and shall expire on the last day of the twelfth month. The beginning for the renewal permit term shall be the first day of the month following expiration.

PERMIT RENEWAL: The permit holder, on or before the expiration of the alarm system permit, shall submit to the Alarm Detail a renewal permit application as promulgated by the Harris County Alarm Detail, along with the applicable renewal fee. Failure to receive a notice of renewal does not relieve the permit holder of the responsibility of renewing the permit on time.

EXEMPTIONS:

Senior Citizen:

An alarm system on **residential** premises occupied by a permit holder who is at least sixty-five (65) years of age shall require a permit, but no permit application fee is required. False alarm response fees do not qualify under this exemption.

Government Office:

An Alarm System on premises occupied by the United States Government, the State of Texas, the County of Harris, or a publicly funded school shall require a permit, but no fee is required.

CHANGE OF INFORMATION ON PERMIT APPLICATION: The permit holder has an affirmative duty to amend any information contained or attached to the permit application that has changed or is out of date, and filed with Alarm Detail within thirty (30) days of the change in information or permit information was out of date.

OPERATING AN ALARM SYSTEM WITHOUT A PERMIT: ANY PERSON OR ENTITY OPERATING AN ALARM SYSTEM WITHOUT A PERMIT IS SUBJECT TO A FEE OF \$75.00 FOR EACH FALSE ALARM. In addition to the fee, a citation may be issued and a fine imposed by the Justice of the Peace Court for operating an alarm system without a permit.

REVOCATION OF ALARM SYSTEM PERMIT: An alarm system permit may be revoked if the permit holder: (a) has violated a provision of chapter 233, Texas Local Government Code (*County Regulation of Alarm Systems*), or any provision of the *Revised Rules Governing the Regulation of Alarm Systems within Harris County, Texas* ("Rules"), or any order of Harris County Commissioner's Court pertaining to the Rules, (b) has failed to make payment in full to Harris County for any fees, fines, charges, costs and/or court judgments entered by a court of competent jurisdiction within sixty (60) days of the date the Alarm Detail has mailed a notice to the permit holder, (c) accrues more than nine (9) false alarms, including the first three (3) charge-free false alarms, during the term of the permit, (d) accrues three (3) or more false alarms subsequent to a re-statement renewal permit during the remainder of the then current permit term, (e) is required to attend alarm abuser class as set forth in Section 17 of the Rules, and has failed to satisfy this requirement prior to the expiration date of the current permit term, (f) fails to renew the alarm system permit prior to the expiration, (g) fails to update the alarm system permit application to include the addition of either a fire alarm or security component to an existing system, (h) submits payment by check or credit card to Harris County, and is dishonored or charged back.

BILLING INFORMATION: Locations with a current, valid permit are allowed three (3) false alarms each permit year with out charge. **EACH FALSE ALARM AFTER THE THREE (3) FREE FALSE ALARMS ARE CHARGEABLE AND WILL BE ASSESSED AT \$75.00 FOR EACH RESPONSE BY A COUNTY LAW ENFORCEMENT OFFICIAL.**

ALARM PERMIT PAYMENTS:

Payment for this application should be made by check or money order, payable to the **HARRIS COUNTY TREASURER**, and mailed or delivered in person with this completed application to:

**HARRIS COUNTY ALARM DETAIL
9418 JENSEN DRIVE, SUITE A
HOUSTON, TX 77093**