



GENERAL INSTRUCTIONS FOR THE GLENDALE POLICE DEPARTMENT ALARM PERMIT APPLICATION

Glendale alarm permits are free. An alarm permit is required for each and every alarm system in the City of Glendale. This includes audible alarms that are not monitored by an alarm company. **Please mail your completed application to the address listed at the top of the application form.** You may wish to retain a copy for your records.

ALARM LOCATION TYPE – Is your alarm installed at a business or a residence?
Check the correct box.

ALARM TYPE – Is your alarm protecting your home against a break-in (Burglar/Perimeter) or do you use your alarm to alert police to a personal threat or robbery (Panic/Robbery)? Please check the correct box and if your alarm system can be used both ways, please check both boxes.

BUSINESS NAME – If your alarm is installed on a business, please provide the name of your business. If you are doing business under one name but correspondence and other business matters are addressed under a parent company or other name, please list both names.

ADDRESS OF ALARMED LOCATION – Please provide the address where the alarm is physically located. If the alarmed location is a suite, building or apartment with a specific number, please provide this information.

RESIDENT OR BUSINESS OWNER CONTACT NUMBERS – Please provide the name of the person who is responsible for this property, either residence or business. Please provide a home phone number if this is a residence and a cell phone if possible. If this is a business, please provide a number for the person responsible for this property during normal business hours and a cell phone or after-hours phone number.

MAILING ADDRESS IF DIFFERENT THAN ALARM LOCATION (P.O. BOX, Corporate Address, Other) – If you receive mail at an address that is different than the address of the alarmed location, please provide your preferred mailing address.

EMAIL ADDRESS – Please provide your preferred email address for future correspondence if possible.

ALARM COMPANY AND/OR MONITORING COMPANY – Please provide the name of the alarm company who installed or who services your alarm system and their phone number. Please also provide the name and phone number of the alarm company who monitors your alarm if it is different. If your alarm is an audible alarm only, disregard the information regarding the monitoring company.

RESPONSIBLE REPRESENTATIVES – This information is very important. If your property had been broken into and you are not available, who would you want the police department to contact on your behalf? Please consider who might be available when you are out of town or otherwise occupied and provide their name and phone numbers. Please indicate their Position or Relationship to you. Are they a friend, relative, business manager or a business employee?

AUTHORIZED SIGNATURE AND DATE – This space is provided for the signature of the person responsible for this alarm system.

If you have any questions regarding the permit application, please call the Glendale Alarm Ordinance Coordinator at 623-930-2466 or email: AlarmCoordinator@glendaleaz.com

Glendale Police Dept.

w: glendaleaz.com/police

t: 623-930-2466

e: AlarmCoordinator@glendaleaz.com