

APPLICATION MUST BE SUBMITTED BEFORE ALARM SYSTEM IS INSTALLED AND/OR  
ACTIVATED TO AVOID FEES AND/OR FINES

**HARRIS COUNTY SHERIFF'S DEPARTMENT**

DEPARTMENT USE ONLY

Alarm Division  
1302 Preston, Suite 100  
Houston, TX 77002  
(713) 755-4600 FAX (713) 755-4877

Permit \_\_\_\_\_  
Issued \_\_\_\_\_

**ALARM PERMIT APPLICATION**

Completed applications may be faxed or mailed. Incomplete/Illegible forms will be returned.  
NOTE: ALL applications for homes or businesses require APPLICANT name (person applying for permit).

APPLICANT'S NAME

One name per address Last First Initial

ADDRESS

Where Alarm System will Be Operated Street Address Apt/Condo/Suite # City Zip

TELEPHONE NUMBERS (\_\_\_\_\_) (\_\_\_\_\_) Home Work

APPLICANT'S DRIVER LICENSE NUMBER \_\_\_\_\_ STATE \_\_\_\_\_ SS# \_\_\_\_\_

ALARM MONITORING COMPANY

NAME (\_\_\_\_\_) TELEPHONE LICENSE #

MAILING ADDRESS

If different than above

TYPE OF LOCATION HOUSE \_\_\_\_\_ APT \_\_\_\_\_ CONDO \_\_\_\_\_ BUSINESS \_\_\_\_\_ OTHER \_\_\_\_\_

TYPE OF ALARM PANIC BUTTON \_\_\_\_\_ HOLD UP \_\_\_\_\_ AUDIBLE \_\_\_\_\_  
BURGLAR \_\_\_\_\_ MONITORED \_\_\_\_\_

Check all that apply

BUSINESSES ONLY:

NAME OF BUSINESS \_\_\_\_\_

TELEPHONE NUMBER OF THE BUSINESS (\_\_\_\_\_) \_\_\_\_\_

Please list below two (2) LOCAL emergency contact, other than the OCCUPANTS OF THE ALARM LOCATION OR ALARM COMPANY that are willing and able to respond WITHIN 1 HOUR to grant access or secure the property in the event the owner/occupant cannot be contacted.

NAME OF CONTACT 1 \_\_\_\_\_

HOME PHONE (\_\_\_\_\_) \_\_\_\_\_ WORK PHONE (\_\_\_\_\_) \_\_\_\_\_

NAME OF CONTACT 2 \_\_\_\_\_

HOME PHONE (\_\_\_\_\_) \_\_\_\_\_ WORK PHONE (\_\_\_\_\_) \_\_\_\_\_

The Applicant affirms 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. Permits may also be revoked for excessive false alarms and/or non-payment of fees and/or fines owed to Harris County in accordance with rules relating to alarm systems promulgated by the Harris County Commissioners Court. The Harris County Sheriff's Dept. has rules, policies, and procedures that are not specified on this application. Applicant acknowledges that the information contained in the alarm records may be given to applicant's alarm company (for the purpose of the reduction of false alarms).

APPLICANT FURTHER ACKNOWLEDGES THAT HE/SHE HAS READ AND UNDERSTANDS THE INFORMATION CONTAINED ON THE REVERSE SIDE OF THIS APPLICATION FORM.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

CURRENTLY THERE IS NO CHARGE FOR OBTAINING AN ALARM PERMIT.

OPERATING AN ALARM WITHOUT A PERMIT:

**ANY PERSON OR ENTITY OPERATING AN ALARM SYSTEM WITHOUT A PERMIT IS SUBJECT TO AN ADMINISTRATIVE (RESPONSE) FEE OF \$75.00 PER FALSE ALARM CALL.** IN ADDITION TO THE ADMINISTRATIVE 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.

PERMIT RENEWAL:

**ALL PERMITS ARE AUTOMATICALLY RENEWED EACH YEAR WITHOUT ADDITIONAL APPLICATION, \*PROVIDED THERE ARE NO FEES FOR RESPONSE TO FALSE ALARMS OWED TO HARRIS COUNTY.\***

PERMIT HOLDER MUST RETAIN ORIGINAL PERMIT AS A NEW PERMIT **WILL NOT** BE MAILED EACH YEAR. THE RRENEWAL DATE IS THE SAME AS THE ISSUE/EXPIRATION DATE PRINTED AT THE TOP OF THE PERMIT.

BILLING INFORMATION:

LOCATIONS WITH A VALID PERMIT ARE ALLOWED FIVE (5) FALSE ALARMS EACH PERMIT YEAR (ISSUE/EXPIRATION DATE ON PERMIT) WITHOUT CHARGE. **EACH FALSE ALARM BEYOND THE FIVE (5) FREE ALARMS ARE CHARGEABLE AND WILL BE CHARGED AT \$75.00 PER RESPONSE. IT IS CONSIDERED TO BE A FALSE ALARM ANY TIME A UNIT IS DISPATCHED AND RESPONDS TO AN ALARM CALL WHERE A CRIME DID NOT OCCUR (exception being alarms due to weather conditions). THIS APPLIES WHETHER DUE TO FAULTY OR MALFUNCTIONING EQUIPMENT, FAILURE TO OPERATE SYSTEM CORRECTLY ON THE PART OF THE OCCUPANT, OR ACTION ON THE PART OF YOUR ALARM COMPANY WHICH IS NOT IN ACCORDANCE WITH YOUR CONTRACT.**

GOVERNMENT OFFICES ARE EXEMPT FROM PAYING FEE(S) AND OTHER COSTS, HOWEVER THE ISSUANCE OF A PERMIT IS NECESSARY FOR HARRIS COUNTY TO BE AWARE OF THE ALARM LOCATION AND FOR THE PROPER RESPONSE TO ALARM CALLS.

IN THE EVENT THAT A BILL IS ISSUED FOR EXCESSIVE FALSE ALARMS AT LOCATIONS WITH A PERMIT, OR ANY FALSE ALARM CALLS AT LOCATIONS WITHOUT A PERMIT, PAYMENT SHOULD BE:

MADE PAYABLE TO: HARRIS COUNTY TREASURER

MAILED TO: HARRIS COUNTY SHERIFF'S DEPARTMENT  
ALARM DIVISION  
1302 PRESTON, SUITE 100  
HOUSTON, TX 77002