



City of Virginia Beach

DEPARTMENT OF POLICE
FALSE ALARM UNIT
(757) 385-1739
FAU@VBgov.com

Municipal Center
Building 11
2509 Princess Anne Road
Virginia Beach, VA 23456-9064

Alarm Registration Form

A NON-REFUNDABLE \$10.00 REGISTRATION FEE MUST BE SUBMITTED WITH EACH REGISTRATION FORM. **MAKE THE CHECK OR MONEY ORDER PAYABLE TO CITY OF VIRGINIA BEACH. MAIL COMPLETED FORM AND PAYMENT TO:**

**POLICE DEPARTMENT
SERVICES DIVISION
ATTN: FARU
2509 PRINCESS ANNE ROAD
VIRGINIA BEACH, VA 23456.**

PLEASE REFER TO THE BACK OF THIS FORM FOR FURTHER INSTRUCTIONS. **ALL INFORMATION ON THIS FORM IS CONFIDENTIAL.**

1. Alarm User Information (Alarm Location)

| | | | | | |
|-----------------------------|---------------------------|----------------------|---|----------------------|------------------------|
| Last Name | | First Name | | Middle Initial | Drivers License Number |
| <input type="text"/> | | <input type="text"/> | | <input type="text"/> | <input type="text"/> |
| Street Number | Street Name | | | Apt Suite | |
| <input type="text"/> | <input type="text"/> | | | <input type="text"/> | |
| Zip Code | Business Name | | Business Employer Identification Number | | |
| <input type="text"/> | <input type="text"/> | | <input type="text"/> | | |
| Alarm Location Phone Number | Cell Phone / Pager Number | | E-Mail Address | | |
| <input type="text"/> | <input type="text"/> | | <input type="text"/> | | |

2. Mailing Address (If Different from the Alarm Location)

| | | | | | |
|----------------------|----------------------|----------------------|----------------------|--|--|
| Street Number | | Street Name | | | |
| <input type="text"/> | | <input type="text"/> | | | |
| Apt/Suite/Room # | City/Town | State | Zip Code | | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | | |

3. Special Conditions (i.e., Hazardous Material(s), Watch Dog, Handicapped Persons, Alzheimer's Patient, Special Needs Child.)

| |
|----------------------|
| <input type="text"/> |
|----------------------|

4. Alarm Company Information

| | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| Company Name | | Phone Number | E-Mail/Web Address | |
| <input type="text"/> | | <input type="text"/> | <input type="text"/> | |
| Street Number | Street Name | | | Apt/Suite/Room# |
| <input type="text"/> | <input type="text"/> | | | <input type="text"/> |
| City/Town | State | Zip Code | | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | | |

5. Alarm Monitoring Service, If Different From Alarm Company

| | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| Company Name | | Phone Number | E-Mail/Web Address | |
| <input type="text"/> | | <input type="text"/> | <input type="text"/> | |
| Street Number | Street Name | | | Apt/Suite/Room# |
| <input type="text"/> | <input type="text"/> | | | <input type="text"/> |
| City/Town | State | Zip Code | | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | | |

Registration of an alarm system is not intended to, nor will it, create a contract, duty or obligation, either expressed or implied, of response. Any and all liability and consequential damage resulting from the failure to respond to a notification is hereby disclaimed and governmental immunity as provided by law is retained. By registering an alarm system the alarm user acknowledges that police response may be based on factors such as availability of police units, priority calls, weather conditions, traffic conditions, emergency situations and staffing.

6. Signature Line

Alarm User's Signature

Date

Instructions for Alarm Registration

This form is to be used to register systems. Failure to correctly and fully complete this registration form will delay your registration and may put the alarm site in a "No Response" status by the Police Department. The non-refundable registration fee is \$10.00. One fee per registration application is required. Make check payable to City of Virginia Beach. All information must be typed or printed neatly. This form is the property of City of Virginia Beach and may not be photocopied or duplicated in any way.

1. **Alarm User Information:** Indicate the complete name, address and home or alternate phone numbers for the alarm user.
2. **Mailing Address:** Indicate the mailing address if different from the alarm location.
3. **Special Conditions:** Indicate any unusual circumstances that should be considered when responding to an alarm at the alarmed location, i.e., watch dogs, security guards, non-uniformed security, hazardous materials, weapons stored on site, etc.
4. **Alarm Company:** Indicate the name, phone number and fax number for the alarm company that sold, installed, repairs or maintains your alarm system.
5. **Monitoring Company:** Indicate the name, phone number and fax number for the alarm company that monitors your alarm system.
6. **Signature Line and Date:** This registration form must be signed by the owner of the alarm location.

**Return the completed form and the fee to the
Police Department
Services Division
Attn: FARU**

**2509 Princess Anne Road
Virginia Beach, VA 23456.**

If you need further assistance, please contact the False Alarm Reduction Unit at (757) 385-1739.

Summary of the Virginia Beach Alarm Ordinance

Sec. 27-5.1. Permits required for alarm systems using third-party alarm companies to notify police.

- a) Permit required: No person shall use an alarm system that relies on a third-party alarm company to notify the Police Department in the event the alarm is activated without first obtaining a permit to operate such a system from the Police Department. A ten-dollar (\$10.00) fee shall be charged for such a permit.
- b) Application: The permit application shall be submitted by the alarm user on a form obtained from the Police Department. For the purpose of this section, the "alarm user" is any person who is in physical possession of any premises where an installed alarm system is monitored by a third-party alarm company.
- c) Transfer of premises possession: Alarm permits are not transferable. Alarm permits issued by the Police Department shall expire when the alarm user, as identified on the alarm permit application, vacates possession of said premises. Any person in possession of said premises after the expiration of the alarm permit shall be required to obtain a new alarm permit.
- d) Reporting updated information: Whenever any information provided to the Police Department on the alarm permit application changes, the alarm user shall provide the updated information to the Police Department within 30 days.
- e) Multiple alarm systems or users: In the event an alarm user has one or more alarm systems protecting two or more separate structures that have either different addresses or tenants, a separate permit shall be required for each structure and/or tenant.
- f) Notice:
 - 1) All third-party alarm companies that notify the Police Department in event of an alarm activation on behalf of clients/subscribers located in the City, shall provide notice of the requirements of this section to all such clients/subscribers located in the City.
 - 2) After police provide a response to a third-party alarm company's call for service to a location where a person or persons in possession of such property has not obtained the required alarm permit, the Police Department will provide no further responses requested by a third-party company's call for service until the required permit is obtained.
- g) Effective dates:
 - 1) The provisions of subsections (a) through (e) shall take effect immediately.
 - 2) The provisions of subsection (f) shall take effect on January 1, 2009.

(City Code § 27-5.1)

Sec. 27-5. Service charge for false alarms to which police are required to respond.

There is hereby established a service charge of one hundred fifty dollars (\$150.00) to be paid by each residence after two false alarm calls within a twelve month period and for each false alarm call thereafter to which the police of the city are required to respond. That two hundred fifty dollars (\$250.00) is hereby charged to each business, industrial user for each false alarm caused by negligence to which the police of the city are required to respond after two false alarm calls within a twelve month period and each call thereafter. Such charge shall be payable to the City Treasurer.

(Ord. No. 983, 9-10-79; Ord. No. 3013, 5-13-08)

Failure to register, failure to pay false alarm response fees, or failure to have the alarm system in proper working order may result in a "No Response" status. Police units may not respond to third party monitoring requests for burglar alarm response until the location is in compliance with applicable codes.