



# GARDENA POLICE DEPARTMENT

1718 West 162<sup>nd</sup> Street, Gardena, California 90247

Phone: 310-217-9670

Fax: 310-217-9638



## APPLICATION FOR ALARM SYSTEM PERMIT

### APPLICANT INFORMATION

APPLICANT NAME: \_\_\_\_\_

APPLICANT DRIVER LICENSE NUMBER : \_\_\_\_\_

BUSINESS NAME (IF APPLICABLE): \_\_\_\_\_

BUSINESS TELEPHONE: (    ) \_\_\_\_\_

ALARM ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

ALARM LOCATION TELEPHONE: (    ) \_\_\_\_\_

TELEPHONE (HOME): (    ) \_\_\_\_\_ (CELL or WORK) (    ) \_\_\_\_\_

### EMERGENCY CONTACT INFORMATION

List two person(s) other than subscriber who may secure premises on a 24-hour basis.

1. Name: \_\_\_\_\_

HOME PHONE: (    ) \_\_\_\_\_ WORK OR CELL PH: (    ) \_\_\_\_\_

2. Name: \_\_\_\_\_

HOME PHONE: (    ) \_\_\_\_\_ WORK OR CELL PH: (    ) \_\_\_\_\_

### ALARM COMPANY INFORMATION

Type of Alarm: (Circle) Robbery / Burglary / Panic (Circle) Silent / Audible

Alarm Company: \_\_\_\_\_ Phone (    ) \_\_\_\_\_

Address: \_\_\_\_\_ CITY/STATE \_\_\_\_\_

Area Protected: (windows, doors, safe, etc.) \_\_\_\_\_

### PAYMENT INFORMATION

ANNUAL ALARM PERMIT FEE: \$40.00 APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PAYMENT BY:  Cash  Check or Money Order  Credit Card

**PAY BY CREDIT CARD - CONVENIENCE FEE APPLIES (GovPay)**

When paying by credit/debit card a convenience fee of 2.4% (min \$1.50) will be added to the transaction amount. **This fee is assessed by our third party service provider and the City does not retain any portion of this fee.** The fee will appear as a separate transaction on your monthly statement.



Billing Address \_\_\_\_\_

Name on card \_\_\_\_\_

Amount Due \$ \_\_\_\_\_

Account # \_\_\_\_\_ exp \_\_\_\_\_

Signature \_\_\_\_\_ date \_\_\_\_\_

A 2.4% fee will be added to this total and will show as a separate transaction on your statement

By signing above, you state that you understand that the total amount applied to your credit/debit card will include an additional 2.4% (minimum \$1.50) convenience fee and that the fee will automatically be assessed by our third party service provider. This fee is **not retained by the City of Gardena.**

## KEY ALARM ORDINANCES

The City of Gardena Municipal Code Section 8.44 contains several statutes that regulate the installation and use of alarms within the city. All alarm owners should become familiar with the statutes. The key statutes are as follows:

1. 8.44.020 GMC- “No person shall have installed on any premises under his control an alarm system without first applying for and receiving an alarm system permit.” Failure to comply with this code can result in an administrative fine.
  
2. Section 8.44.025 GMC – “Subscribers and owners or users of alarm systems shall file an **annual** alarm application permit with the City through the business license department or police department.” Failure to comply with this code can result in an administrative fine. Annual permits are due no later than February 28<sup>th</sup>, or no longer than 60 days from date of installation.
  
3. 8.44.070 GMC- “Any alarm system placed in a residential, commercial or industrial premises which has **four** or more false alarms in a calendar year shall be subject to payment of administrative fines.” \$75 on the fourth false alarm with an escalating amount (**up to \$200 per incident**) in proportion to the number of false alarms on record for the year.

### **FALSE ALARM RESPONSE FEES**

<b>No Charge</b>	First -Third False Alarm	\$150.00	Eighth False Alarm
\$ 75.00	Fourth - Fifth False Alarm	\$175.00	Ninth False Alarm
\$100.00	Sixth False Alarm	\$200.00	Tenth False Alarm
\$125.00	Seventh False Alarm	\$200.00	Each Additional False Alarm

If you have not obtained an annual alarm permit, please do so immediately. Alarm permit applications can be obtained at the City of Gardena business license department, the police department or from the City’s website at [www.Gardenapd.org](http://www.Gardenapd.org) , then Info Center; then permits. To avoid fines due to false activations, please contact your alarm company to repair any problems with your system or provide you further instruction on its usage.

If you have any questions, you can contact Gardena Police Department Alarm Permits Detail at 310-217-9525. Mail applications to:

Gardena Police Department  
 Alarm Permits  
 1718 W. 162<sup>nd</sup> Street  
 Gardena, Ca. 90247