

# PINAL COUNTY ALARM PERMIT INSTRUCTIONS



**Type of Premises:** Self Explanatory.

**Subdivision:** To assist us in finding your location faster.

**Primary Alarm User Name:** State name of business, agency, or name of residence owner.

**Secondary Alarm User Name:** State owner of business, agency, or name of alternate residence owner or tenant.

**Physical Address:** Address of Alarm System installation. Use all address indicators: I.E.- North/South or Road/Street etc. Also include building/unit number.

**Mailing Address:** Where correspondence to be sent - if different than Physical address.

**RP Name (Responsible Party Name):** List two persons you designate we contact in your absence, to allow entrance into your home/business; who have key and/or pass code so they may reset the alarm, and/or secure the premises.

**Alarm Service Company:** List the name/phone/fax numbers of Repair Company.

**Alarm Monitoring Company:** List the name/phone/fax numbers of Monitoring Company.

**Comments/Weapons/Children/Pets/Hazards:** Provide information which assists the responding Officers. Weapons: How many – what type. Children: ages. Pets: How many – what type. Gate locations. Special needs persons.

**Directions:** Provide nearest cross streets, instructions or helpful information. *Help us find you!*

## ORDINANCE FEE/PENALTY SCHEDULE

New Permit Fee	\$10.00
Annual Renewal Fee	\$10.00
Failure to Obtain Permit	\$25.00
Failure to Renew Permit	\$25.00
Permit Reinstatement Fee	\$10.00
Late Fees (monthly)	\$10.00
Cost Recovery / False Alarm Fee	\$71.00

After ninety days turned over to Hearing Office for collection.

Please sign and date the attached application and return to the address listed below. An alarm permit /receipt, including your permit number and date of issue, will be mailed to you. Your permit number and information must be retained at the alarmed premises.

Please return completed application with \$10 check or money order to:

Mail:  
PCSO Attn: Alarm Unit  
POB 867  
Florence, AZ 85232

In Person:  
PCSO Admn Building  
971 N Jason Lopez Circle # C  
Florence, AZ 85232