

# Village of Skokie Police Department

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## ALARM PERMIT APPLICATION FORM (SPD-300)

*Please review information for accuracy, mark through any incorrect data, write corrections above lined out portion, sign, date, and return corrections.*

☒ \$25.00 Original Alarm Permit Fee  
☐ \$20.00 Annual Alarm Permit Renewal Fee  
☐ \$50.00 Alarm Permit Reinstatement Fee

**LOCATION -****RESPONSIBLE PARTY**
☒ NAME (LAST, FIRST OR BUSINESS NAME)

☒ LAST, FIRST

STR # STREET NAME APT/SUITE eMAIL ADDRESS

STR # STREET NAME APT/SUITE eMAIL ADDRESS

 CITY, STATE ZIP  
Ph1 Ph2

 CITY, STATE ZIP  
Ph1  
Ph2

PHONE 1 PHONE 2

PHONE 1-2

**CONTACT PERSON 1****CONTACT PERSON 2**
☒ NAME (LAST, FIRST)

☒ NAME (LAST, FIRST)

STR # STREET NAME APT/SUITE eMAIL ADDRESS

STR # STREET NAME APT/SUITE eMAIL ADDRESS

 CITY, STATE ZIP  
Ph1  
Ph2

 CITY, STATE ZIP  
Ph1  
Ph2

PHONE 1-2

PHONE 1-2

**SPECIAL CONDITIONS****MONITORED BY****INSTALLED BY**
☒ COMPANY NAME

☒ COMPANY NAME

ADDRESS (STR # STREET NAME APT/SUITE)

ADDRESS (STR # STREET NAME APT/SUITE)

CITY, STATE ZIP

CITY, STATE ZIP

PHONE 1 PHONE 2

PHONE 1 PHONE 2

*I hereby certify that the above information is accurate to the best of my knowledge.*

☒  
 Signature of Alarm Location Owner

☒  
 Date

## VILLAGE OF SKOKIE FALSE ALARM ORDINANCE HIGHLIGHTS

### Alarm Permit Required

An alarm permit is required to operate an alarm system in the Village of Skokie. Fees for an alarm permit are as follows:

	<u>FEE</u>
Original alarm permit fee	\$25.00
Annual alarm permit renewal fee	\$20.00
Alarm permit reinstatement fee	\$50.00

### False Alarms

A false alarm is considered to be any alarm occurrence *unless* one of the following circumstances should occur:

- Evidence of an actual intrusion or an obvious intrusion attempt.
- Substantive evidence of an electrical utility outage or conditions effecting a specific neighborhood or geographical area.
- Evidence of violent or extreme conditions of nature, including thunder, snow, ice or electrical storms.
- Alarms occurring during the first thirty (30) day period following installation of a new alarm system.

For false alarms within any calendar year, the Village of Skokie assesses the following fees:

	<u>FEE</u>
Each of the first two false alarms in a calendar year	No charge
For each false alarm in a calendar year after two (2)	\$50.00
For each false alarm in a calendar year after five (5)	\$100.00
For each false alarm in a calendar year after seven (7)	\$200.00

### False Alarm Notification

After two false alarm occurrences in any calendar year, the alarm owner will be sent a letter notifying them that additional alarms will result in fees as outlined above.

### Request for Waiver of Fees

An alarm user may request that a false alarm fee be waived by submitting the request, in writing, to the Village Manager. The request must be made within ten (10) days of the false alarm occurrence and shall specify the circumstances of the false alarm occurrence. The Village Manager or his designee will respond to the request within ten (10) days of receipt of the request letter.

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### Revocation of the Alarm Permit

The Village of Skokie has the authority to revoke or suspend any alarm user permit. Grounds for suspension include, but are not limited to:

- Failure to pay any fee assessed in accordance to Village code.
- More than ten (10) false alarms per system in any calendar year.

### Outside Alarm Ringers

All outside alarm ringers are required to have timers that will not allow the alarm to sound for more than 15 minutes. Alarms that ring for more than 15 minutes will be declared a nuisance and are subject to penalty and fines.

### Automatic Telephone Alarms

Any automatic telephone alarm or device that dials the Village of Skokie emergency telephone lines is strictly prohibited.