



VILLAGE OF GLEN ELLYN
535 DUANE STREET
GLEN ELLYN, ILLINOIS 60137
RESIDENTIAL ALARM USERS PERMIT APPLICATION



Type of Alarm: Burglar () Panic/Hold-Up () Fire () (check all that apply)

RESIDENT NAME (Last)		(First)	
ADDRESS:		Home Phone: ()	
ALARM LOCATION IS: House () Townhome () Condo () Apartment ()			
LOCATION OF ALARM PANEL:			
OWNER INFORMATION			
OWNER #1: Name		Email:	
Work Phone:	Cell:	Other (please indicate alternate means of contact if available)	
OWNER #2: Name		Email:	
Work Phone:	Cell:	Other (please indicate alternate means of contact if available)	
Is there anyone in the home responders should be aware of who has a medical condition? (If yes, please explain)			
If yes, is the person ambulatory?			
ALARM SYSTEM INFORMATION			
Alarm Service Company:		Telephone:	
Mailing Address:		City, State, Zip	
Alarm Monitoring Company:		Telephone:	
Mailing Address:		City, State, Zip	
Type of Alarm System: Burglar: Audible/Silent Panic: Audible/Silent Fire: Audible			
Date of Alarm Installation:		Does burglar alarm have an automatic reset? Yes () No ()	
Hazards: Please list any hazardous materials, animals, or any other items kept on the premises that may be encountered by police/fire responders. Use reverse side if necessary.			
KEYHOLDER INFORMATION			
Please list in order of contact preference all persons have access to residence, know alarm code or who can reach an owner promptly. Keyholders must be able to arrive at location within 45 minutes activation/notification.			
Keyholder Name	Home Phone	Cell Phone	Work/other phone
1.			
2.			
3.			
4.			
There is an annual application fee of \$25.00 per residence. The fee must be paid upon submission of this application. Please make checks payable to the Village of Glen Ellyn. Mail to the Glen Ellyn Police Department, Attn: Alarm Permits, 535 Duane Street, Glen Ellyn, IL 60137. If you have any questions, please contact the Police Department at 630-469-1187.			
Applicant Signature _____		Date: _____	
FOR POLICE USE ONLY	NEW _____ RENEWAL _____ CHANGE _____ PERMIT # _____ DATE ISSUED _____ PAID _____		

STATEMENT OF THE RESPONSIBILITIES
AND DUTIES OF THE ALARM USER

1. It is the responsibility of the alarm user to be familiar with and conform to the ordinance pertaining to the maintenance and operation of an alarm system within the Village of Glen Ellyn.
2. No person shall operate or maintain any automatic protection device which automatically transmits a signal, message or warning, over regular public telephone lines, directly to the Village police/fire department or it's agents; i.e., a "dial-an-alarm" device.
3. It is the responsibility of the alarm user to maintain and operate the alarm system in such a way as to prevent false alarms.
4. It is the responsibility of the alarm user or designated agent to respond to the alarm location during an activation to check the alarm system, as soon as possible, but not to exceed 45 minutes from the activation and/or notification by the police/fire department, if an automatic re-set device is not part of the alarm system.
5. The Chief of Police shall charge a permit holder a service fee of Twenty-Five Dollars (\$25.00) for each false alarm in excess of four (4) in any one calendar year transmitted by an alarm system. Such charges shall be payable to the Village Collector and remitted by the permit holder within thirty (30) days of issuance of a statement for such charge. No charge shall be imposed for false alarms due to violent conditions of nature, such as windstorms, lightning or flood; proven or documented telephone line interruptions; circumstances not reasonably subject to control of the permit holder; and for thirty (30) days after initial installation or ten (10) days after major alterations or additions, nor will any alarms be held accountable to the permit holder in these circumstances.

It is the duty of the alarm user to either:

- (a) pay the \$25.00 service fee within 30 days of the notification by the Village; or
 - (b) request an Administrative Hearing to contest such service fee in a timely manner.
6. Your alarm users permit may be revoked or suspended if:
 - (a) any information on your permit application is determined to be false; or

- (b) your alarm system does not meet all the above terms and all the provisions of the alarm ordinance; or
- (c) you or your designated agent do not respond to the alarm location within the prescribed time limit; or
- (d) your alarm system is involved in transmitting four or more false alarms in any one year; or
- (e) you do not pay your service fee within the prescribed time limit.

7. The failure of any person to:

- (a) obtain an alarm users permit as required; or
- (b) pay any fee assessed,

constitutes an offense punishable by a fine from Twenty-Five Dollars (\$25.00) to Five Hundred Dollars (\$500.00). Each day that such violation continues shall constitute a separate offense.

The undersigned, as the legal owner or lessee of the property described in the application, agrees to all the provisions of the ordinance and rules and regulations and has read and understands the same. I am aware of my responsibilities and duties as a permit holder.

Signature: _____

Date: _____

Note: The Village of Glen Ellyn shall not be liable for any defects in operation of the alarm system, for any failure or neglect to respond appropriately upon receipt of an alarm from such a source, nor for failure or neglect of any person in connection with the installation and operation of equipment, the transmission of alarm signals and pre-recorded alarm messages or the relaying of such signals and messages. In the event that the Village finds it necessary to disconnect an alarm system device or any device which is used in a manner which violates the provisions of the Ordinance, or to revoke or suspend an alarm users permit, the Village shall incur no liability by such action.