



# Application for Alarm Business/Owner License

**CASH OR CHECK ONLY!**

**LICENSE PERIOD IS ONE  
CALENDAR YEAR**

January 1<sup>st</sup> – December 31<sup>st</sup>

*Note: Please allow 3 business days for application processing*

**FEES ARE NON-REFUNDABLE**

Alarm Permit

(CLLAILM) \$35.00

Date Recv'd

\_\_\_\_/\_\_\_\_/\_\_\_\_

Receipt

#: \_\_\_\_\_

**SECTION 1 – COMPANY/BUSINESS OWNER INFORMATION** – Answer all questions completely. Please PRINT clearly.

Name of Company Holding License

Company Street Address

City

State

Zip

Company Telephone Number **[REQUIRED]**

Company Email Address **[REQUIRED]**

Number of Commercial Alarm Clients within the City of Appleton:

Number of Residential Alarm Clients within the City of Appleton:

Alternative Phone Number for Company/Business Owner:

Main Employee Contact for Company: **[REQUIRED]**

**SECTION 2 – LOCAL CONTACT INFORMATION**

Name of Local Contact (First, M, Last)

Employee Home Street Address

City

State

Zip

Local Contact Phone Number

Local Contact Email Address

**SECTION 3 – PENALTY NOTICE**

I have carefully read the completed application and know it to be true and correct. I accept responsibility for the payment of all fees and fines that may result from the actions of the Alarm Business that I own or represent.

**Signature of Applicant:** \_\_\_\_\_

**FOR OFFICE USE ONLY**

Sent to APD?

YES

NO

Date Issued

\_\_\_\_/\_\_\_\_/\_\_\_\_

Expiration Date

\_\_\_\_/\_\_\_\_/\_\_\_\_

License Number

## **ALARM BUSINESS/OWNER LICENSE INFORMATION**

- Alarm Business/Owner Licenses are required within the City of Appleton when individuals or companies employ an alarm system that is set to directly contact the Appleton Police Department when triggered.
- Alarm Business/Owner Licenses are valid for a single calendar year, from January 1<sup>st</sup> – December 31<sup>st</sup>.
- Once a completed Alarm Business/Owner License application is returned to the Office of the City Clerk it is reviewed by several City Departments for approval. This process takes approximately 3 business days, so please plan accordingly.
- To apply for an Alarm Business/Owner License, return the completed, signed application form to the Office of the City Clerk.
- Appleton Police Department requires a Local Agent/Contract to be listed on submitted applications.
- License fees are non-refundable and are to be paid at the time of filing the application form. Fees are as follows:
  - Alarm Business/Owner License: \$35.00

## **Additional Questions?**

Please contact the Office of the City Clerk at (920) - 832 - 6443.