



**OTTAWA POLICE SERVICE  
SERVICE DE POLICE D'OTTAWA**

*Working together for a safer community  
La sécurité de notre communauté, un travail d'équipe*

**Alarm Management Section  
Section de la gestion des alarmes  
PO/CP 9634 Station T  
Ottawa, ON K1G 6H5  
Tel/Tél (613) 236-1222, ext. 2531  
Fax (613) 596-4705**

**ALARM BY-LAW PERMIT REGISTRATION**

**DATE:** \_\_\_\_\_

**PERMIT APPLICANT AND ADDRESS OF PROTECTED PREMISE**

\_\_\_\_\_  
Last Name or Business Name (please print) First Names (please print)  
\_\_\_\_\_  
Address Home Phone: \_\_\_\_\_  
City Work Phone: \_\_\_\_\_  
Postal Code Cell Phone: \_\_\_\_\_  
Mailing Address (if different): \_\_\_\_\_ Previous Address \_\_\_\_\_

**PERMIT FEE - NON TRANSFERABLE TO NEW ADDRESS OR OWNER**

Please Check Appropriate Boxes and attach payment **PAYMENT TYPE:**  
 **New Owner at above address**  **Update information only**  Cheque  Money Order  
 Registration fee \$45.00 **No Fee** (Payable to Ottawa Police Service)

Please note: The fee for responding to a false alarm is \$80.00

**ALARM SYSTEM DETAILS**

**Monitoring** company **currently** responsible for monitoring your alarm system:

Company Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

**PREMISE DETAILS (CONFIDENTIAL-for authorized police use only)**

In order to ensure the safety of our officers and the public and to enable the police to better protect your property, please provide information regarding potentially hazardous circumstances (i.e. animals, hazardous substances, weapons, etc.). Please use additional paper if necessary.

**CONTACT PEOPLE (person available to secure premise in the event of a problem)**

Name: \_\_\_\_\_ Primary number: \_\_\_\_\_  
Secondary number: \_\_\_\_\_  
Name: \_\_\_\_\_ Primary number: \_\_\_\_\_  
Secondary number: \_\_\_\_\_  
Name: \_\_\_\_\_ Primary number: \_\_\_\_\_  
Secondary number: \_\_\_\_\_

Signature: \_\_\_\_\_ **PLEASE RETURN TO OTTAWA POLICE**

It is the alarm owner's responsibility to prevent false alarms, and to assure that all users of the system are trained on the proper use of the system. Also, to notify the Alarm Management Section of any changes to this information. The information contained in this permit is collected under the authority of the Police Services Act, R.S.O. 1990, c.P.15 as amended and Ottawa Police Services Board By Law No. 1 of 1998 (Amended by By Law No. 1 of 2007).