

# ALARM SYSTEM APPLICATION

225 FIFTH STREET • SPRINGFIELD, OR 97477 • PH: 541-726-3753 • FAX: 541-726-3689



APPLICATION FEE: \$73.50 RENEWAL FEE: \$26.25 per Fiscal Year (Includes a 5% technology fee)  
All fees are non-refundable

RESIDENTIAL INSTALLED ALARM SYSTEMS			
Name:			
Address:			
City:		State:	
Phone Number:		Emergency Contact Phone Number:	Email Address:
Mailing Address: <input type="checkbox"/> Same as above		City:	State:
Did the homeowner install the system? Yes <input type="checkbox"/> No <input type="checkbox"/>		Date of Installation:	
If no, <sup>3</sup> <sup>85</sup> Company installed the alarm system			
Address:		City:	State:
Phone Number:		Email Address:	

BUSINESS INSTALLED ALARM SYSTEMS			
Business Name:		Contact Name:	
Business Address:			
City:		State:	
Phone Number:		Emergency Contact Phone Number:	Email Address:
Mailing Address: <input type="checkbox"/> Same as above		City:	State:
Company that installed the alarm system:			
Address:		City:	State:
Phone Number:		Date of Installation:	

SIGNATURE	
Please note that we require a minimum of one (1) week to process the application. Incomplete or missing information will delay the review process.	
<b>The information provided on this form is true and complete to the best of my knowledge</b>	
Applicant's Name: (Please Print)	Date:
Applicant's Signature:	Phone Number:
Expedited Fee – Additional 50% of Application Fee <input type="checkbox"/> Yes      Applicant's Initials _____	
<b>Expedited Fee is not a guarantee of approval; specific conditions may apply.</b>	
<b>Payment must be submitted with application. Make checks payable to: City of Springfield</b>	

**Electrical Permit required for: new installations, alterations or relocations unless meeting ORS 479.540.**

The Business License year is July 1<sup>st</sup> through June 30<sup>th</sup> of each year (Fiscal Year). Applications made during the business year are not pro-rated and are subject to the entire fee. A penalty of \$10.00 or ten percent of the license fee, whichever is greater, shall accrue for each month a business has operated without obtaining a business license. All Business Licenses are subject to a 5% technology fee. All fees are non-refundable and no license is transferable.