



Commercial Alarm Permit Application

City of Shenandoah, Texas
29955 I-45 North
Shenandoah, Texas 77381
281-298-5522

Commercial Alarm Permit Application Instructions

Each homeowner and/or business owner with an alarm system in the City of Shenandoah is required to obtain a permit. Attached are the permit application and a copy of the City of Shenandoah's alarm ordinance for your reference.

1. An alarm permit application may be obtained at the City of Shenandoah Municipal Complex located at 29955 I-45 North, or by calling the office at (281) 298-5522, Monday through Friday, 8:00 a.m.-5:00 p.m., in which a residential or commercial application will be mailed, faxed or emailed.
2. Complete all questions and answer non applicable questions with N/A. Failure to answer all questions may delay the processing of an application.
3. You may bring or mail the completed application to the Shenandoah Municipal Complex.
4. Upon receiving and reviewing your application, the permit will be processed and mailed within five (5) working days. An alarm permit will be issued for a period of three (3) years, and will be renewed every three (3) years upon submission of an updated application. It will be the responsibility of the permit holder to submit an application prior to the expiration date of the permit.

Should you have any questions or need assistance with completing your alarm permit application, please call the Shenandoah Municipal Complex at (281) 298-5522.

PLEASE PROVIDE THE FOLLOWING CONTACT INFORMATION TO YOUR ALARM PROVIDER!

In the case of burglar alarm activation notify the Montgomery County Sheriff's Office Communications Center at (936) 760-5800. This number is answered 24 hours a day and will facilitate the response of Shenandoah Police.

In the case of fire alarm activation notify the Montgomery County Fire Communications Center at (281) 292-3333, 24 hours a day.

In the case of medical alarm activation notify the Montgomery County Hospital District Emergency Medical Services Alarm Center at (936) 441-6243, 24 hours a day.

Providing this information to your alarm company will help ensure accurate dispatch and rapid response by the proper emergency services agency for that event.



**Commercial Alarm
Permit Application**
Public Works and
Community Development Department

City of Shenandoah, Texas
29955 I-45 North
Shenandoah, Texas 77381
281-298-5522
www.shenandoah.tx.us

*** COMMERCIAL ALARM PERMIT EXPIRES IN 3 YEARS***

CHECK ONE:

- NEW ALARM
 RENEWAL OF EXISTING ALARM

CHECK ALL THAT APPLY:

- BURGLAR
 MOTION
 PERSONAL SAFETY

OFFICE USE ONLY

PERMIT NO. _____
APPROVED: _____
DENIED: _____

APPLICANT INFORMATION

REGISTERED BUSINESS NAME:	
PHYSICAL ADDRESS OF ALARM SITE:	
BUSINESS PHONE NUMBER AT ALARM SITE:	BUSINESS FAX NUMBER:
EMAIL ADDRESS OF PRIMARY CONTACT:	
PRIMARY CONTACT PERSON:	
PRIMARY PHONE NUMBER:	SECONDARY PHONE NUMBER:
FIRST ALTERNATE CONTACT PERSON:	
PRIMARY PHONE NUMBER:	SECONDARY PHONE NUMBER:
SECOND ALTERNATE CONTACT PERSON:	
PRIMARY PHONE NUMBER:	SECONDARY PHONE NUMBER:

ALARM COMPANY INFORMATION

COMPLETE NAME:	
MAILING ADDRESS OF ALARM COMPANY:	
PHONE NUMBER:	DOES YOUR ALARM HAVE AUTOMATIC SHUT-OFF? <input type="checkbox"/> YES <input type="checkbox"/> NO

OFFICE USE ONLY

Rcv'd/Updated By: _____ Date: _____ Exp: _____

If denied, state reason: _____

City of Shenandoah

Alarm Ordinance

The Shenandoah Alarm Ordinance was enacted by City Council after responding to false alarms. The creation of the ordinance was established with the concept of freeing officers to respond to legitimate calls where needed. As the city continues to grow rapidly the need for such an ordinance grows with it. Each home owner and/or business owner with an alarm system residing in the City is required to obtain a permit. The fees for such permit are on file at City Hall in the City Secretary's office. Place the permit sticker on the front window of your registered site or file and make available to officer upon request.

Commercial Alarm Permit Fee Schedule *(as of January 1, 2013)*

Initial Application Fee	\$ 20.00
Renewal Fee (3 years).....	\$ 5.00
False Alarm Fee (beginning with #6)	\$75.00 <i>per call/per calendar year</i>