

CITY OF SPRINGFIELD, OREGON

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



ALARM SYSTEM APPLICATION

APPLICATION FEE: \$60.90 RENEWAL FEE: \$22.05 per Fiscal Year (Includes a 5% technology fee)
All fees are non-refundable

RESIDENTIAL INSTALLED ALARM SYSTEMS				
Name:				
Address:				
City:		State:		Zip:
Phone Number:	Emergency Contact Phone Number:		Email Address:	
Mailing Address: <input type="checkbox"/> Same as above		City:	State:	Zip:
Is the system being installed by the homeowner? Yes <input type="checkbox"/> No <input type="checkbox"/>			Date of Installation:	
If no, then indicate the Company and Agent that installed the alarm system:				
Address:		City:	State:	Zip:
Phone Number:		Email Address:		
Alarm Agent's Name:			Alarm Agent's License #:	

BUSINESS INSTALLED ALARM SYSTEMS				
Business Name:		DBA:	Contact Person's Name:	
Business Address:				
City:		State:		Zip:
Business Phone Number:	Emergency Contact Phone Number:		Contact Person's Email Address:	
Mailing Address: <input type="checkbox"/> Same as above		City:	State:	Zip:
Company name and Agent that installed the alarm system:				
Address:		City:	State:	Zip:
Phone Number:		Date of Installation:	State of Oregon Registry #: (if applicable)	
Alarm Agent's Name:			Alarm Agent's License #:	

SIGNATURE AND INFORMATION	
Please note that we require a minimum of one (1) week to process the application. Incomplete or missing information will delay the review process.	
The information provided on this form is true and complete to the best of my knowledge	
Applicant's Name: (Please Print)	Date:
Applicant's Signature:	Phone Number:
Payment must be submitted with application. Make checks payable to: City of Springfield	
Mailing Address: City of Springfield, Business Licensing, 225 Fifth Street, Springfield, OR 97477	

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

The Business License year is July 1st through June 30th of each year (Fiscal Year). Applications 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.