

ALARM SYSTEM APPLICATION

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



APPLICATION FEE: \$66.15 RENEWAL FEE: \$24.15 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, ³ rd Party 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.	
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:
Expedited Fee – Additional 50% of Application Fee <input type="checkbox"/> Yes Applicant's Initials _____	
Expedited Fee is not a guarantee of approval; specific conditions may apply.	
Payment must be submitted with application. Make checks payable to: City of Springfield	

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 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.