



INFORMATION ON ALARM ORDINANCES

The following information provided by Westechs was current when this document was produced. You, the customer, should visit the City of Odessa website or contact the city directly for the latest information.

By city ordinance, all alarm systems in the city must be registered. An alarm system is defined in city ordinance as follows:

Alarm system – A device or system that emits, transmits, or relays signals intended to summon, or that would reasonably be expected to summon, police or fire services of the city, including but not limited to local alarms. Alarm systems will not include:

- (1) An alarm installed in a vehicle unless the vehicle is permanently located at a site; or
- (2) An alarm designed to alert only the inhabitants of premises which do not have a local alarm.

There will a fee charged for alarm registration. The fee schedule is:

New Alarm Registration Fees Renewal Alarm Registration Fees

\$20.00 for Residential Alarm Applications \$15.00 for Residential Renewals
\$25.00 for Commercial Alarm Applications \$20.00 for Commercial Renewals

The alarm ordinance has been in effect since February 7, 1994, revised July 13, 2012.

Officers will respond to each alarm, investigate each alarm, and submit a report on a prescribed form regardless of whether it was an actual alarm, false alarm or non-registered alarm.

Each alarm system site or location must have a separate registration form.

Any changes in the registration information must be forwarded to the Police Department within

three (3) working days of the change.

The registration is valid for one (1) year and must be renewed annually unless otherwise revoked by the City or terminated by the owner.

Installers are required to notify the Police Department of “new” installations, but the owner/operator still has the responsibility to register the alarm system.

A person will be allowed five (5) false police alarms and two (2) false Fire or EMS alarms within a 365-day period without charge. The owner/operator will be assessed a \$50.00 administrative fee for each subsequent false alarm (six or more police or three or more Fire or EMS alarms) in the 365-day period.

An alarm owner has five (5) days from the date of notification to appeal in writing to the Chief of Police any decision of a false alarm.

If weather conditions cause a large number of alarms to go off at the same time, it will not be considered a false alarm. Isolated activation of alarms due to weather would be determined actual or false at the Officer’s discretion. (The alarm setting may be too sensitive.)

Officers must respond to alarms within thirty (30) minutes of it being reported to the Police or Fire Department or it cannot be considered a false alarm.

If a key carrier for the alarmed location does not arrive at the location within thirty (30) minutes of the alarm sounding, the alarm will be considered a false alarm.

Failure to register an alarm system or operating an alarm system after registration has been revoked is a Class “C” misdemeanor subject to a fine of up to \$500.00.

If an outside alarm sounds longer than twenty (20) minutes the City may disable the alarm (through a pre-approved company) at the owner’s expense.

The Chief of Police may refuse to issue or revoke a registration for failure to pay an assessed administrative fee. An owner has thirty (30) days to appeal the decision in writing to the City Manager.

All alarms must go through a third party for screening. No direct dialers to the Police or Fire Department are permitted.

Registration forms are available at all Fire Stations, Police Records Division, Police Department

Front Desk, various businesses who sell alarms and private alarm companies who install and serve as third parties for their customers.

Citizens may contact the Alarm Ordinance Clerk at 335-3325 for additional information or Register online @ www.odessapd.com

CITY OF ODESSA

ALARM SYSTEM REGISTRATION

_____ **New Alarm Registration**

_____ **Renewal Alarm Registration**

\$20.00 for Residential Alarm Applications
\$25.00 for Commercial Alarm Applications

\$15.00 for Residential Renewals
\$20.00 for Commercial Renewals

INSTRUCTIONS

Please complete and mail the Registration Form and fee to the following address or deliver to the Odessa Police Department Records Division at 205 N. Grant. PLEASE READ INSTRUCTIONS BEFORE FILLING OUT REGISTRATION.

*Odessa Police Department
Attention Alarm Coordinator
205 N. Grant Ave.
Odessa, TX 79761*

REGISTER ONLINE
www.odessapd.com

1. Any misinterpretation of requested information may result in Alarm Registration being denied.
2. The Registrant Holder Name listed below will be responsible for the proper maintenance and operation of the alarm system and any payment of fees assessed. A COMPANY NAME IS NOT ACCEPTABLE.
3. Signature of the Registrant must be the signature of the person listed as the registration holder,

Address where Alarm System is located (include Apt. of Bldg.#) _____ () _____
Phone Number

Registrant Holder Name (Last, First, MI) _____ () _____
Home Phone Number

Registrant's Mailing Address (include Apt. or Bldg. #) if different from above: _____
City, State, Zip Code

Place of Employment (Name & Address) _____ City, State, Zip Code _____ Phone Number _____

Type of Alarm Protected by System: _____ Residential
_____ Commercial If Commercial, List Business Name: _____

Type of Alarm Burglary _____ Robbery _____ Panic _____ Fire _____ EMS _____ Other (specify) _____

(Note: Interior Smoke Alarms or Car Alarms need not be registered)

Name of Alarm Installer Acting as Screening Services _____ Address _____ Phone Number _____

NAME and PHONE NUMBERS OF 2 persons with responsibility for responding with keys to alarm site:

Name	Home Phone	Business Phone	Cellular Phone/Pager #
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Describe area protected by this system (building perimeter, inside motion detector, glass, safe, fence, etc.) _____

List any known hazards Police or Fire Personnel may encounter at Alarm Location (dogs, barbed wire, chemicals, etc.) _____

I have carefully read the completed registration form and hereby agree that I will comply with all provisions of City Ordinance 93-70 and applicable state laws. I accept responsibility for payment of all fees and fines that may result from the operation of the alarm system described above.

Signature of Registrant _____ Date _____