CITY OF SOUTH MIAMI
FINANCE DEPARTMENT
6130 Sunset Drive, South Miami, FL 33143
Phone: (305) 663-6343 * Fax: (305) 663-6346

ALARM REGISTRATION AND USER PERMIT

CHECK: ❑ EXISTING SYSTEM ❑ UPDATED INFORMATION ONLY ❑ NEW INSTALLATION; PERMIT # _____

The City of South Miami Burglar Alarm Ordinance, Section 15-4, requires an annual registration/permit fee for burglar alarm systems that operate within the City. An initial fee of $50.00 applies to residential properties and an annual $100 registration fee applies to all commercial properties. If a location has more than one alarm system, separate registrations and fees are required. Additional registration forms can be obtained via the Internet at www.cityofsouthmiami.net or at the South Miami Finance Department's Alarm Registration Bureau, the South Miami Police Department or your alarm installer.

All Alarm Registrations expire on September 30th of each year and must be renewed no later than October 1st of the renewal year. Renewal permits will be issued after completion of an application form and the annual permit fee payment, if applicable. After the initial residential alarm registration fee, residential renewal permits will be issued at not cost upon submission of the application form.

Please make checks, cashier's checks or money orders payable to "City of South Miami" (DO NOT SEND CASH). Mail with this form to:
City of South Miami Finance Department (Alarm Registration Bureau)
6130 Sunset Drive
South Miami, FL 33143-5093
Upon receipt of registration, the City will issue a confirmation card by mail. If you have any questions, contact the Finance Department at (305) 668-2512 or by facsimile at (305) 663-6346.

Please Note:
1. A burglar alarm system must be equipped with:
   a. A backup power supply system in the event of a power failure, and
   b. A device that automatically silences the alarm within 15 minutes after activation.
2. If your location is not registered and the police respond to a false alarm at your location, you will be subject to a civil penalty of $75.00 for failure to register alarm information, and the possibility of termination of police response to routine burglar alarm calls.

ALARM USER: **Type of Premises** ( ) Residential ( ) Business
If Residential ( ) Property Owner ( ) Tenant (Rental)

Please Print Legibly
BUSINESS NAME: _____ PHONE: _____

RESIDENTIAL NAME: _____ PHONE: _____
(Last) (First)
ADDRESS OF ALARM: _____
(Apt. or Suite) (Zip)
MAILING ADDRESS: _____
(Apt. or Suite) (Zip)

INDIVIDUALS ABLE AND AUTHORIZED TO ENTER PREMISES AND DEACTIVATE THE ALARM:

_____ _____ PHONE: _____
(Last Name) (First Name)
_____ _____ PHONE: _____
(Last Name) (First Name)

ALARM COMPANY THAT INSTALLED THE SYSTEM, COMPANY SERVICING A PREVIOUSLY INSTALLED SYSTEM, OR "NONE":

NAME: _____ STATE LICENSE #: _____ PHONE: _____

ALARM COMPANY MONITORING THE ALARM SYSTEM:

NAME: _____ STATE LICENSE #: _____ PHONE: _____

DO YOU HAVE A BACK-UP POWER SUPPLY? ( ) YES ( ) NO

DO YOU HAVE: 30 MINUTE – CUT OFF ( ) YES ( ) NO
15 MINUTE – CUT OFF ( ) YES ( ) NO