



# OXNARD POLICE DEPARTMENT

Protecting Our Community with Exceptional Service

CHIEF OF POLICE  
Scott Whitney

ASSISTANT POLICE CHIEF  
Jason Benites

ASSISTANT POLICE CHIEF  
Eric S. Sonstegard

251 SOUTH C STREET, OXNARD, CALIFORNIA 93030-5789 \* (805) 385-7600 \* <http://oxnardpd.org>

\*\*\*\*\*

## ALARM PERMIT notice

\*\*\*\*\*

Dear Oxnard Alarm System Owner/User:

According to records at the Oxnard Police Department, you or your company has a robbery, burglary, and/or fire alarm installed at the home or business where this letter was delivered. Our records indicate that you do not have a valid Alarm Permit.

The City ordinance requires that prior to the installation and use of any new alarm system after January 1, 1982, a permit must be obtained from the City of Oxnard. All alarm systems which were installed prior to January 1, 1982, will be required to obtain a permit upon first response to an alarm call by police after that date.

Please complete the permit application (on the reverse side) in its entirety and return it as soon as possible, and return it in the enclosed self-addressed envelope. The information we have requested will assist us if an unplanned event occurs at your home or business. It will also allow us to update information in our emergency contact databases.

If you no longer have an alarm system at your home or business, please fill in the Alarm User Information of the application with the Alarm Disconnected box checked off and return to us. We will then be able to update our records to show that there is no alarm at the address where this letter was mailed.

The cost for a new permit is \$25.00 for business or residential systems and is good for two years. The renewal fee is \$5.00 every two years. If you are 60 years of age or older, there is no charge for your residential alarm permit. There is also no charge if the alarm system is installed at a premise used by a public education or governmental entity. Once your alarm permit is processed, a copy of the permit will be mailed to you. It will serve as your receipt and proof of alarm registration.

If you have any questions about the enclosed alarm permit application or the local ordinances relating to alarm systems (revised in 2002), please call me at (805) 385-7672 or email [[alarms@oxnardpd.org](mailto:alarms@oxnardpd.org)]. You can also obtain additional information about alarm systems, licensed alarm companies, alarm permits, local alarm fines, fees, and penalties on the Oxnard Police Department Website at [<http://oxnardpd.org/prevention/falsealarms.asp>].

Sincerely,

Lynnette Raya  
Alarm Control

# SECURITY & FIRE ALARM PERMIT APPLICATION

Oxnard Police Department • 251 South "C" Street • Oxnard, CA 93030  
 PHONE (805) 385-7672 • FAX (805) 385-7930 • EMAIL [alarms@oxnardpd.org](mailto:alarms@oxnardpd.org)  
 Please type or print clearly. All sections must be completed. Incomplete applications will be returned.



TYPE OF PERMIT REQUESTED	
<input type="checkbox"/> <b>NEW ALARM SYSTEM PERMIT — \$25.00*</b> <input type="checkbox"/> <b>BI-ANNUAL PERMIT RENEWAL — \$5.00*</b>	<input type="checkbox"/> <b>INFORMATION CHANGE</b> <input type="checkbox"/> <b>ALARM DISCONNECTED</b>

\* Permits are valid for two (2) years. No charge to residents 60 years of age or older, public education or governmental entities (§16.1-28[d]), however permits need to be completed and sent in.

ALARM USER INFORMATION †			
Name of Owner of Residence or Business		<b>OWNER OF HOME OR BUSINESS MUST BE LISTED AS "ALARM USER"</b>	Home Phone
Mailing Address	Suite/Apt. No.		Birth Date
City, State, Zip		Business Phone	Pager or Cell Phone
Address Where Alarm System is Located		Telephone Number at Alarm Location	

## ALARM SYSTEM INFORMATION

*YOU MUST CHOOSE EITHER ① OR ②.*

<input type="checkbox"/> <b>① MONITORED ALARM</b>	Police and/or firefighters are called to your home by a "central station" alarm service that monitors your alarm by telephone or other device. No bell or siren sounds at the alarm site.
<input type="checkbox"/> <b>② LOCAL ALARM</b>	A bell or siren sounds when the alarm is activated. The system may or may not automatically notify a "central station" monitoring service by phone.

*YOU MUST CHOOSE EITHER ③ OR ④. BOTH TO BE CHECKED ONLY IF YOU HAVE A LICENSED HOME-BASED BUSINESS.*

<input type="checkbox"/> <b>③ RESIDENTIAL ALARM</b>	Residential alarms can only ring for an actual or attempted crime or fire-related emergency. You cannot install a robbery alarm unless you have a business license for your residence. You must dial 9-1-1 to summon the police in all other cases – Use of "Panic" or "Distress" alarms is discouraged.		
<input type="checkbox"/> <b>④ BUSINESS ALARM</b>	Business Name (DBA)	Oxnard Business License Number	
TYPE OF ALARM AT BUSINESS →	<input type="checkbox"/> <b>BURGLARY (BREAK-IN)</b> <input type="checkbox"/> <b>ROBBERY (HOLD-UP)</b> <input type="checkbox"/> <b>FIRE</b> <input type="checkbox"/> <b>PANIC/DISTRESS/TROUBLE</b> <input type="checkbox"/> <b>OTHER:</b>		

*MAKE SURE TO COMPLETE ⑤ OR ⑥.*

<b>⑤ ALARM INSTALLATION &amp; MAINTENANCE COMPANY</b> <i>Information required on ALL systems.</i>	Name	Phone
	Address	
<b>⑥ ALARM MONITORING COMPANY</b> <i>Required for all alarm systems EXCEPT those not monitored.</i>	Name	Phone
	Address	

## RESPONSIBLE PARTY INFORMATION †

If you are not available, one of the following persons must respond to the alarm site within 45 minutes of a police request.

Name	Home Phone	Work Phone	Pager or Cellular Phone
Name	Home Phone	Work Phone	Pager or Cellular Phone
Name	Home Phone	Work Phone	Pager or Cellular Phone

Mail this application along with your payment to: Oxnard City Treasurer 214 South "C" Street, Oxnard, CA 93030 <b>MAKE CHECK PAYABLE TO:</b> <b>"CITY OF OXNARD"</b>	<b>FOR CITY USE ONLY</b> New Permit No. _____ Old Permit No. _____ Date Mailed _____ Originally Issued _____ <input type="checkbox"/> Decal Issued <b>FEEES WAIVED</b> <input type="checkbox"/> 60+ <input type="checkbox"/> Government <input type="checkbox"/> Education
--	--

† The information required for the alarm permit is confidential to the extent allowed by law and the California Constitution, Article I, Section I.