

Application Instructions

PLEASE TYPE OR PRINT LEGIBLY.

The alarm permit application must be filled out completely and returned to the Carmel Clay Communications Center, 31 1st Avenue Northwest, Carmel, Indiana, 46032, prior to operation of your system.

If you prefer to return the application by mail, include your check or money order of \$10.00 made payable to: City of Carmel, (NO CASH, PLEASE), with a self-addressed, stamped envelope.

The Ordinance requires the names and telephone numbers of at least two persons who will respond to the alarm site within 30 minutes when notified by the Center. These persons MUST have access to the premises and be able to deactivate the alarm. It is recommended that the list should include more than two people.

The cost of the alarm permit is \$10.00

Instructions for Displaying the Permit

Place the permit on the outside of the building near an entrance. The permit should be visible to approaching emergency response personnel. Apply the permit to, preferably, a glass surface, e.g., the glass in the door or a window nearby.

Then peel off the clear weather protective over-laminate and carefully place the protective laminate over the permit. The edges of the laminate should extend past the edges of the permit.