



ALARM PERMIT APPLICATION
CITY ORDINANCE CHAPTER 19, ARTICLE IV

Incomplete applications will be returned. A complete submission of the Alarm Permit Application consists of a properly completed application signed by the responsible applicant, and the payment of the permit fee.

General Information

Check all that applies: NEW RENEWAL AMENDMENT VIDEO RECORDING Inside Outside

Name of Permit Holder: Driver's License State: DL#

Address of Alarm Name of Business (if applicable)

Full Street Address: Ste. Apt. or Unit #

City: Live Oak State: TX Zip Code:

Home Phone Number: Cell Number: Work Number:

Name & Address (if different from above) Ste. Apt. or Unit #

City: State: Zip Code: Email

Alarm System Company Name: Phone Number:

EMERGENCY CONTACT INFORMATION

Persons able to respond and grant access to the alarm system within one hour.

Contact Person #1 Address Phone No.

Contact Person #2 Address Phone No.

Contact Person #3 Address Phone No.

By signing below, I acknowledge that I have read the application; I affirm the accuracy of the information given on the application, and I authorize the release of information to the City of Live Oak as provided for by this form. I agree to notify the City of a change to any information on this form within 30 days of filing an amendment application.

Signature: Printed Name: Date:

FOR OFFICE USE ONLY
Permit # Issued:
Expires: Received:



## PLEASE KEEP FOR YOUR RECORDS

### FEES

**Permit Fee:** Residential \$10 Commercial/Financial Institutions \$50

**False Alarm Fee:** (Amended 10/28/20) Section 19-60: Penalties for false alarms – An alarm user shall be subject to fines for the signaling of a false alarm by a burglar alarm system during a twelve (12) month period as follows:

False Alarm (up to two)	no charge
False Alarm (3-4)	\$50.00/incident
False Alarm (5+)	municipal court summons/incident

In addition to false alarm fees, violation of Chapter 19 of the City Code is subject to criminal prosecution as a Class C Misdemeanor. Code of Ordinances, Chapter 19, Article IV can be found on: [www.liveoaktx.net](http://www.liveoaktx.net)

### Form Submission

An alarm permit will be mailed to the applicant only after that payment is processed and applicant information is verified. Payment for an incomplete or falsely submitted application does not constitute a valid permit, and the applicant is subject to any and all fees associated for not being permitted.

**To submit in person:** Bring the application and payment to the City of Live Oak Police Department at the address below.

**To submit by mail:** Mail the application along with a check or money order payable to "City of Live Oak" to the address below:  
Delivery Address:

**City of Live Oak Police Department  
ATTN: Alarm Permit  
8022 Shin Oak Drive  
Live Oak, TX 78233-2413**

<b>Contact Information:</b>	Live Oak Police Department	210-945-1700
	Dispatch	210-653-0033
	Emergency	911

### Confidentiality

To the extent allowed by law, the City shall treat all information on the application for a permit as confidential; provided, however, such information may be used for legitimate purposes relating to the health, safety and well-being of the community and for enforcement of the terms and provisions of the City of Live Oak, Texas, City Code of Ordinances Chapter 19, Article IV.