



**SUBJECT: Alarm System Permit Application**

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The City of Lethbridge has had an Alarm System Bylaw in place since 2000. The purpose of the Lethbridge Alarm System Bylaw is to promote the responsible use of alarm systems by both companies and individuals. The intent of the bylaw is to reduce the number of false alarms that police attend. Lethbridge Bylaw No. 5078 requires all alarm system users to have a valid alarm system permit. Police may not attend your alarm if you do not have a valid alarm system permit. The alarm system permit application can be obtained at the police station, online on the LPS website or from alarm service providers.

**ALARM PERMIT APPLICATION Information:**

1. There is no fee to apply for an alarm permit.
2. Alarm permit numbers are not transferable from one address to another or from one owner to another. A change in address or owner will require a new application.
3. The permit applicant must be the person responsible for the alarm system. If it is for a commercial property, a contact person is required.
4. Secondary keyholders must not reside at the property where the permit has been issued. The keyholder must be able to attend within 30 minutes of being contacted.
5. The permit will be renewed automatically every year unless cancelled.
6. Return all completed applications to:

Lethbridge Police Service  
135 1 Avenue South  
Lethbridge, Alberta T1J 0A1  
ATTENTION: Alarm System Permit Coordinator

Completed applications can also be emailed to [alarms@lethbridgepolice.ca](mailto:alarms@lethbridgepolice.ca) or dropped off



## Lethbridge Police Service Alarm System Registration

Lethbridge Police Service  
135 1 Avenue South  
Lethbridge, Alberta  
T1J 0A1

*The following information is provided in accordance with City of Lethbridge Bylaw No. 5078. All information contained in this registration will be considered confidential.*

The alarm permit will automatically renew annually unless it is cancelled.

### **PROTECTED PREMISES INFORMATION**

RESIDENTIAL OCCUPANT (Surname, First Name)	Home Phone	Work	Cell			
1.						
	Home Phone	Work	Cell			
2.						
COMMERCIAL PREMISES (Name)			<input type="checkbox"/> New Business			
Contact Name (Surname, First Name)	Business Phone		<input type="checkbox"/> New Ownership			
			<input type="checkbox"/> Update Only			
Business Hours						
SUN:	MON:	TUE:	WED:	THUR:	FRI:	SAT:
ADDRESS OF PROTECTED PREMISES			POSTAL CODE			
Mailing/Billing Address (if different from above)			POSTAL CODE			

### **ALARM INFORMATION**

Effective Date  YYYY / MM / DD	PREMISES TYPE <input type="checkbox"/> Commercial <input type="checkbox"/> Residential <input type="checkbox"/> Financial	PURPOSE <input type="checkbox"/> Intrusion <input type="checkbox"/> Distress/Hold Up
Name of MONITORING ALARM COMPANY	OR <input type="checkbox"/> SELF-MONITORING	Phone

**SECONDARY KEYHOLDER INFORMATION – Required information \*\*\*\***

Must not reside in premises address.

Name (Surname, First Name) 1.	Home Phone	Work	Cell
Name (Surname, First Name) 2.	Home Phone	Work	Cell
Name (Surname, First Name) 3.	Home Phone	Work	Cell

I CERTIFY THAT ALL INFORMATION CONTAINED IN THIS APPLICATION IS CORRECT TO THE BEST OF MY KNOWLEDGE.

\_\_\_\_\_  
Signature (Applicant)

\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_  
YYYY DD MM

**OFFICE USE ONLY**

LPS Registration No.	DATE
APPROVED (Signature)	(Print Name)
FDM Data Entry (Signature)	(Date)

Note:

Once the form is completed it can be submitted to the Lethbridge Police Service via email at [alarms@lethbridgepolice.ca](mailto:alarms@lethbridgepolice.ca), by mail to 135 1 Avenue South, Lethbridge, Alberta T1J 0A1, or by dropping it off at the police station during business hours. Once the form is processed a permit number will be designated and the form returned to you.

Please return the processed permit number via:

Email: \_\_\_\_\_ (Provide email address)

Mail to my mailing address

If you have any questions please contact the Alarms Coordinator at 403-327-2210.

at the police station station during business hours.

Please be advised that under the bylaw, if an alarm system generates three (3) or more false alarms during the duration of the alarm permit (within one year), inclusive of any periods of suspension, the permit holder shall pay the City of Lethbridge a fee of \$75 per false alarm (starting at the third false alarm) for residential properties, and \$150 per false alarm (starting at the third false alarm) for commercial properties. Should the fine not be paid within 45 days of the receipt of the notice, the alarm system permit may be suspended.

Should the alarm company continue to convey alarms to LPS on a suspended or revoked permit, they may be charged a \$150 fee.

For further information about Alarm System Permits contact LPS at 403-330-5166.