

ALARM PERMIT APPLICATION

City of Muskogee

PLEASE PRINT CLEARLY. Instructions are on the back of this form.

Permit Type: Residential _____ Commercial _____ Date _____

Business Name: _____

Applicants Name: _____

Last Name

First Name

Alarm Address: _____

Street Type

City _____ State _____ Zip Code _____ Apt/Suite # _____

Mailing Address: _____

Street Type

City _____ State _____ Zip Code _____ Apt/Suite # _____

Phone Info: _____ - _____ - _____ Type _____

_____ - _____ - _____ Type _____

E-mail Address (optional): _____

Type of Alarm (Check all that apply): Burglary _____ Fire _____

Alarm contractor that installed the alarm. _____

Alarm Company: Responsible for monitoring the alarm, if applicable.

Phone Info: _____ - _____ - _____

Contacts: A minimum of two (2) contact people is recommended, other than the requestor.

Best if they are able to respond to the alarm location within a reasonable amount of time.

1. _____

Last Name

First Name

_____ - _____ - _____ Type _____

Primary Phone

Secondary Phone

2. _____

Last Name

First Name

_____ - _____ - _____ Type _____

Primary Phone

Secondary Phone

3. . _____

Last Name

First Name

_____ - _____ - _____ Type _____

Primary Phone

Secondary Phone

Return this application to the City of Muskogee) to:

City Clerk's Office – Permit and ID Section

P.O. Box 1927

Muskogee, OK 74401

You may download additional forms from our websites at www.muskogeeonline.org To request additional forms by mail or if you require further assistance, contact the City of Muskogee, City Clerk's Office or by email at cityclerk@muskogeeonline.org or call us at (918) 684-6273. Our office is located at 229 W. Okmulgee, 74401 on the first floor.

ALARM PERMIT APPLICATION INSTRUCTIONS:

Please print clearly.

- Permit Type:** Residential – home, place of residence, non-business, alarm permit
Commercial – this is a commercial alarm permit
- Business Name:** The name of the business applying for commercial permit. Example: ACME, Inc.
- Applicant Name:** For residence, the Owner/Tenant; for a business, the Owner/Manager or Department
- Alarm Address:** Physical address where the alarm system is installed/located. Example: 3303 Bloom Pkwy (Use the following tables for Street Directions and Types: Include Suite #, Apt. #, Bldg. # as applicable.)

Street Directions:

N - North
NW - North West
NE - North East
S - South
SW - South West
SE - South East
W - West
E - East

Street Types:

Ave - Avenue	Blvd - Boulevard
Cir - Circle	Ct - Court
Dr - Drive	Ln - Lane
Pl - Place	Pkwy - Parkway
Plz - Plaza	Rd - Road
Sq - Square	St - Street
Ter - Terrace	Trl - Trail
Way - Way	Tpke - Turnpike
	Hwy - Highway

Mailing Directions: Address where mail should be directed. Example: 1234 N. May Ave. or PO Box 1234

Phone Information: Current/reliable phone numbers, used for contacting those named in the application

Phone Type: The type of phone number listed (required): B-Business, C-Cell, H-Home or P-Pager

E-mail Address: Information is optional (not required) in anticipation of future upgrades to the system

Type of Alarm: Check all that apply:
Burglary _____ Fire _____

Alarm contractor that installed the alarm. The contractor that installed the alarm during construction.

Alarm Co. Name: The name of the company responsible for monitoring your alarm system, if applicable

Alarm Co. Phone: The (contact) phone number, local, long distance or toll free, of your alarm company

Contacts: Should the requestor be unavailable, people they wish to be contacted if there is an activation of the alarm system, a break-in or emergency should be someone other than the requestor, whose info is already listed above. Contacts should have the ability to respond to the alarm location in a reasonable amount of time (within two hours).

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