HPD USE ONLY

HONOLULU POLICE DEPARTMENT
ALARM REGISTRATION/ PERMIT APPLICATION

Select: ☐ Residential ☐ Commercial ☐ City, State or Government Agency Today's Date _____

Application or Business Name_____
Last Name First Name Middle Initial

Alarm Location_____
Street Apt./Suite No. City Zip Code

Phone No. (Home)_____ (Work)_____ (Cell)_____

Mailing Address (if Different)_____
Street Apt./Suite No. City Zip Code

Installing Company's Name: _____ Installation Date: _____

Contractor's Name _____ License Number _____

Monitoring Alarm Company's Name_____

List below (2) people that can be contacted to respond to the alarm call, if necessary.

Name_____ Phone (H)_____ (C)_____

Name_____ Phone (H)_____ (C)_____

Signature of Owner_____ Contractor/Installer (If available)_____

Mail Payment to: City and County of Honolulu, Honolulu Police Department, Alarm Tracking and Billing Unit 848 South Beretania Street, Suite 310, Honolulu, HI 96813 **Phone:** (808) 532-8445.

In accordance with City Council Ordinance 01-63, if you have a residential, commercial or governmental alarm, it must be registered with the Honolulu Police Department, prior to activation or installation. Fire, Auto and Medical alarms are excluded. The non-transferable registration fee is $15 for the first year and $5 upon renewal each subsequent year. If HPD responds to an expired or unregistered alarm, the initial fine is **$100** and **$300** thereafter. There is no charge for the first three false alarms within a 12-month period from the date of registration. Each additional alarm is $50 with the fourth being waived upon completion of a two-hour alarm class held by HPD. If an account has an outstanding balance, HPD has the discretion to hand all pertinent information over to a Collection Agency for remedy.

Permit Application:

- Complete the above form and mail with your $15 Registration fee payable to the City and County of Honolulu, prior to the alarm being activated or installed. No cash please.
- All changes to the permit need to be submitted in writing or faxed to **532-8449**.
- Annual Renewal reminders are mailed out 30 days prior to expiration. It is the responsibility of the alarm holder/user to keep the account current to avoid fines and fees. Not receiving an Annual Renewal form is not a valid excuse for non-payment.

If the home/business is sold, the alarm is deactivated, or the service is terminated; a written request must be made to the Alarm Tracking and Billing Unit to cancel the permit. Also, all unmonitored alarms are required to be registered.

Please call (808) 532-8445 for questions regarding the permit application, billing or payment process.
All questions regarding alarm activations should be addressed with your alarm company. To make changes to your account, go to http://www.honolulupd.org/download/alarm030117.pdf to download the application, then make the necessary changes and mail or fax it to the Alarm Tracking and Billing Unit.