



# CITY OF CORAL GABLES FIRE ALARM SYSTEM REGISTRATION

FINANCE DEPARTMENT – COLLECTION DIVISION  
405 BILTMORE WAY • CORAL GABLES, FLORIDA 33134 • (305) 460-5301  
[www.coralgables.com/alarms](http://www.coralgables.com/alarms) • [alarms@coralgables.com](mailto:alarms@coralgables.com)

Ordinance No. 2427 requires that every person installing or causing to be installed; using, maintaining or possessing an alarm system on premises owned, in possession of, or in control of such premises within the City of Coral Gables, must register that alarm system with the Finance Department of the City of Coral Gables.

**New Alarm Registration:** If your alarm is not currently registered with the City of Coral Gables, complete the information below and return with payment of \$36.00 (\$35.00 Registration Fee, \$1.00 Document Filing Fee) to the **City of Coral Gables Collection Division, P.O. Box 141549, Coral Gables, Florida 33134**. Failure to send in the completed application within 30 days of alarm activation may result in a \$100.00 charge for each activated alarm.

**Existing Alarm Registration:** If you have already registered your alarm but need to make a change complete information below and return to the **City of Coral Gables Collection Division, P.O. Box 141549, Coral Gables, Florida 33134**.

PROPERTY ADDRESS OF RESIDENCE OR BUSINESS	APT. OR SUITE NO.	ZIP CODE
NAME OF RESIDENT OR BUSINESS	PHONE	ALTERNATE PHONE
PROPERTY OWNER (IF NOT SAME AS ABOVE)	ADDRESS	PHONE
ALARM INSTALLED BY	ADDRESS	PHONE
ALARM MONITORING COMPANY	ADDRESS	PHONE
MAINTENANCE COMPANY-IF MONITOR = MAINTENANCE WRITE <u>SAME</u>	ADDRESS	PHONE

### EMERGENCY NOTIFICATION:

Please provide contact information of persons not residing at the property address who can be reached in the event of an emergency to shut off alarm:

NAME	ADDRESS	DAY	NIGHT
		PHONE	/
		DAY	NIGHT
NAME	ADDRESS	PHONE	/

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
**Circle:** OWNER, TENANT, RESIDENT AGENT/MANAGER

\_\_\_\_\_  
E-MAIL ADDRESS For correspondence regarding this application.

THE ORDINANCE MANDATES THAT ANY CHANGE OF THE INFORMATION GIVEN IN THIS APPLICATION BE REPORTED IN WRITING TO THE CITY OF CORAL GABLES FINANCE DEPARTMENT, COLLECTIONS DIVISION WITHIN 30 DAYS.

NOTE: THE CITY MAY DISCONNECT A NUISANCE ALARM (ALARM SOUNDING MORE THAN 15 MINUTES) AFTER MAKING REASONABLE EFFORT TO CONTACT PERSONS AUTHORIZED TO DEACTIVATE ALARM. COSTS INCURRED IN THE DEACTIVATION OF ALARM AND SECURING OF PREMISES, WILL BE PAID BY ALARM USER OR OWNER OR PROPERTY.

THIS APPLICATION AND ALL THE INFORMATION CONTAINED HEREIN IS SUBJECT TO PUBLIC DISCLOSURE PURSUANT TO FLORIDA'S PUBLIC RECORDS LAW, CHAPTER 119 OF THE FLORIDA STATUTES.