



CITY OF NEWCASTLE

2021 ALARM SYSTEM OPERATORS LICENSE

Application Date: _____ Company Name: _____

Physical Location: _____ Mailing Address: _____

City State Zip City State Zip

Contact Person: _____ Phone: _____ Fax: _____

Email Address : _____

WA State UBI # _____ Current City of Newcastle Business? ____ Yes ____ No

If your company does not have a current City of Newcastle Business License, please visit the State of Washington Department of Licensing web site @ <https://secure.dor.wa.gov/gteunauth/> /#3. You are required to have a City of Newcastle business license to be in compliance with doing business within the City limits.

Check here if you are no longer doing business in Newcastle.

The Alarm System Operators License consists of 2 fees.

1st Fee: System Operator License

For one to 100 devices/addresses	\$100.00 per annum	\$ _____
For 101 to 200 devices/addresses	\$200.00 per annum	
For 201 to 500 devices/addresses	\$400.00 per annum	
For 501 or more devices/addresses	\$500.00 per annum	

2nd Fee: Number of Monitored Alarm Devices

\$40 per annum per device

Number of Monitored Alarm Devices: _____ x \$40.00 = Annual Device Fee \$ _____

Note: Pro-rated fees for quarterly additions of devices:

Check one: 1st qrtr. 2nd qrtr. 3rd qrtr. \$ _____

Number of Monitored Alarm Devices: _____ x \$ _____ = Prorated Device Fee

Alarm devices installed Jan 1 to Mar 31	1 st Qtr. fee \$30.00 per device
Alarm devices installed Apr 1 to Jun 30	2 nd Qtr. fee \$20.00 per device
Alarm devices installed Jul 1 to Sep 30	3 rd Qtr. fee \$10.00 per device

***Please provide the address for each device being registered.* Total: \$ _____**

***Make checks payable to: City of Newcastle
12835 Newcastle Way, Suite 200
Newcastle, WA 98056**

I hereby certify that this is a true and correct statement and all applicable licenses have been obtained or applied for:

Signature

Title

Print Name

Date

On January 1, 2005 the City of Newcastle implemented a new false alarm ordinance, #2004-286. If your alarm company would like to continue to use the Newcastle Police and the King County Sheriff's Office to respond to alarms in Newcastle, it will be necessary to comply with the following regulations of the ordinance.

REQUIREMENTS

- Newcastle Municipal Code 8.05.050 requires an alarm company to have a **City Business License** and an **Alarm System Operator's License** to conduct business in Newcastle.
- NMC 8.05.060 requires an alarm company to register each system (device) they monitor within the city limits of Newcastle. Newcastle does not have its own zip code, the city uses zip codes 98056 and 98059. Alarm companies must pay an annual fee for each alarm system (device) they monitor.
- The city needs a list of all alarm devices your company monitors in Newcastle. The list shall be provided to the city on a quarterly basis along with appropriate fees. The list should be compiled on an Excel spreadsheet and at a minimum have the address and zip code where the alarm is installed. For privacy issues the City Manager made the administrative decision to not require the name of the alarm owner as stated in NMC 8.05.060.

FALSE ALARM FEES

- NMC 8.05.120 states the following false alarm fees will be assessed to alarm companies for each police response to and alarm that turns out to be false.

A \$75.00 fee will be assessed for addresses that are registered with the City.

A \$250.00 fee will be assessed for addresses that are **not** registered with the City.

A \$50.00 fee will be charged when the police are called and cancelled prior to arrival.

The City will submit billings for false alarms to monitoring companies on a monthly basis.

For questions regarding the City of Newcastle's Alarm System Regulations or to receive a copy of City Ordinance no. 2004-286 contact City Hall at 425-649-4444.