



# York Police Department



**Owen T. Davis**  
Chief of Police

**Town of York, Maine**  
9 Hannaford Drive  
York, Maine 03909  
(207) 363-1031 Fax (207) 361-6818

Dear Property Owner,

Enclosed please find a copy of the Town of York's alarm and contact information packet concerning the response of police, fire and medical services to your home and or business within the Town of York, Maine. Please read and complete the entire packet as thoroughly as possible. The information requested will assist the responding emergency personnel with providing you the highest level of service in the event an emergent situation arises.

Response to false alarms are costly in both equipment and man hours, and as in any emergency, pose potential danger to first responders. The Town of York has adopted a policy that provides for an assessment of fees for false alarms in a calendar year. The intent of this fee is to reduce the total number of false alarms requiring response of emergency services, and to ensure the quality and integrity of your alarm system. If you experience a problem with your alarm the men and women of the York Police Department will gladly assist you and your authorized dealer to effectively address and correct your alarm system issues.

Please return the attached form to the York Police Department at 9 Hannaford Drive, York, ME 03909.

Thank you in assisting us at the York Police Department, we appreciate your time and look forward to working with you.

Sincerely,

A handwritten signature in blue ink.

Owen T. Davis  
Chief of Police



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## ALARM AND CONTACT INFORMATION PACKET

### BUILDING INFORMATION

RESIDENTIAL  BUSINESS  ( SEASONAL  YEAR ROUND  )

NAME OF BUSINESS OR NAME OF RESIDENTIAL OWNER:

ADDRESS OF BUILDING: \_\_\_\_\_

ON-SITE TELEPHONE NUMBER: \_\_\_\_\_

ALARM TYPE: FIRE  POLICE  MEDICAL  NO ALARM

ALARM COMPANY: \_\_\_\_\_

ALARM COMPANY PHONE NUMBER: \_\_\_\_\_

BRIEF DESCRIPTION OF BUSINESS/HOUSE: (i.e. COLOR, STYLE, OUTBUILDINGS, LANDMARKS)

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BUSINESS TYPE AND HOURS OF OPERATION: (i.e. RESTAURANT, RETAIL, OFFICE, BANK)

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ARE THERE RESIDENTS LOCATED AT THIS ADDRESS THAT HAVE ANY DISABILITIES OR WHO MAY REQUIRE SPECIAL ATTENTION FROM FIRE/EMS/POLICE IN AN EMERGENT SITUATION? (i.e. VISUAL, ORTHOPEDIC, HEARING, PSYCHOLOGICAL)

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ARE THERE ANY HAZARDS LOCATED ON YOUR SITE THAT WOULD REQUIRE SPECIAL ATTENTION FROM FIRE/EMS/POLICE IN AN EMERGENT SITUATION? (i.e. HAZMAT, CONFINED SPACE, PETS)

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CAMERA TYPES, LOCATIONS AND COMPANIES: (i.e. MOTION ACTIVATED, CONSTANT RECORD, LIVE VIEW, CCTV)

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IS THERE A GATE/DOOR CODE OR HIDDEN KEY AVAILABLE FOR EMERGENT ACCESS?

YES \_\_\_\_\_ NO \_\_\_\_\_

CODE AND/OR LOCATION: \_\_\_\_\_

IS THERE A KNOX BOX? YES \_\_\_\_\_ NO \_\_\_\_\_

LOCATION: \_\_\_\_\_

DO YOU HAVE A SPRINKLER SYSTEM INSTALLED? YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES, WHAT IS THE SPECIFIC LOCATION OF THE FIRE DEPARTMENT CONNECTION (WHERE FIRE HOSE HOOKS INTO BUILDING) TO THE BUSINESS/HOUSE?

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PRIMARY OWNER INFORMATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

HOME: \_\_\_\_\_ BUSINESS: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SECONDARY CONTACTS / KEY HOLDERS

PLEASE LIST UP TO 5 CONTACTS WITH NAME AND BEST NUMBER TO REACH FOR CONTACT AT ALL HOURS. PLEASE LIST 1-5 IN ORDER OF CONTACT REQUEST:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

RELEASE

BY READING AND SIGNING BELOW YOU ACKNOWLEDGE THAT YOU HAVE REQUESTED THIS INFORMATION BE ENTERED INTO THE SYSTEM OF THE YORK POLICE DEPARTMENT IN THE TOWN OF YORK, MAINE TO ASSIST IN THE RESPONSE TO AND FOLLOW UP OF ALL ALARMS AND EMERGENT SITUATIONS FOR THE ADDRESS LISTED.

THE TOWN OF YORK MAKES NO REPRESENTATION OF ANY KIND OR NATURE AS TO THE EFFECTIVENESS, OPERABILITY, OR WORKABILITY OF THE ALARM SYSTEM OR MONITORING COMPANY INVOLVED WITH THE SITE ALARM. FURTHERMORE, YOU RELEASE THE TOWN OF YORK AND ITS DESIGNEES FROM ANY AND ALL LIABILITY FOR DAMAGE TO OR LOSS OF PROPERTY, OR FROM PHYSICAL INJURY OR DEATH RESULTING FROM THE FAILURE OF THE SYSTEM TO OPERATE PROPERLY, OR FROM ANY NEGLIGENCE ON THE PART OF THE TOWN OR ITS DESIGNEES.

THE TOWN OF YORK HAS ADOPTED A POLICY THAT PROVIDES FOR AN ASSESSMENT OF FEES FOR FALSE ALARMS IN A CALENDAR YEAR. THE INTENT OF THE FEE IS TO REDUCE THE TOTAL NUMBER OF FALSE ALARMS REQUIRING RESPONSE OF EMERGENCY SERVICES, AND TO ENSURE THE QUALITY AND INTEGRITY OF YOUR ALARM SYSTEMS. IF YOU EXPERIENCE A PROBLEM WITH YOUR ALARM THE MEN AND WOMEN OF THE YORK POLICE DEPARTMENT WILL GLADLY ASSIST YOU AND YOUR AUTHORIZED INSTALLER/MONITOR TO EFFECTIVELY ADDRESS AND CORRECT THE SYSTEM.

IF YOU HAVE MOVED TO A NEW LOCATION FROM A PREVIOUS BUILDING IN TOWN, PLEASE PROVIDE THE ADDRESS AND NAME FOR THAT SITES REMOVAL.

OWNER PRINT: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_