



**CITY OF NEWCASTLE**  
**13020 Newcastle Way, Newcastle, WA 98059**  
**Phone: 425-649-4444 Fax: 425-649-4363**

Received Stamp

**2008 ALARM SYSTEM OPERATORS LICENSE**

Application Date \_\_\_\_\_ Company Name \_\_\_\_\_

Physical Location \_\_\_\_\_ Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

WA State UBI # \_\_\_\_\_ City of Newcastle Business License # 2008- \_\_\_\_\_

If your company does not have a Newcastle City Business License, attach a completed business license application and include \$25.00 payment. \$ \_\_\_\_\_

The Alarm System Operators License consists of **2 fees**. The number of devices you register determines the fees.

**1<sup>st</sup> 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

\$ \_\_\_\_\_

**2<sup>nd</sup> Fee: Number of Monitored Alarm Devices**

<b>Monitored Alarm Device Fees are \$40.00 per annum.</b>	
Pro-rated fees to for quarterly updates are as follows:	
Alarm devices installed Jan 1 to Mar 31	1 <sup>st</sup> Qtr. fee \$30.00 per device
Alarm devices installed Apr 1 to Jun 30	2 <sup>nd</sup> Qtr fee \$20.00 per device
Alarm devices installed Jul 1 to Sep 30	3 <sup>rd</sup> Qtr. fee \$10.00 per device

\$ \_\_\_\_\_

Number of Monitored Alarm Devices: \_\_\_\_\_ x \$ \_\_\_\_\_ (Qtrly fee) \$ \_\_\_\_\_

Check one:  Initial Registration  1<sup>st</sup> qtr.  2<sup>nd</sup> qtr.  3<sup>rd</sup> qtr.

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

\*Make checks payable to: City of Newcastle  
 13020 Newcastle Way  
 Newcastle, WA 98059

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

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.**