

**Officer Robert Monts #3039, Community Services Division, Frisco Police Department has asked us to get the following information out to our residents:**

If you received a letter from the Records Division of the FPD in the last couple of days regarding your alarm permit, please disregard the verbiage. The letter was supposed to be a renewal reminder for January. It should have read:

**Our records indicate that your alarm permit will expire on \_\_\_\_\_.**

Please update your information on the enclosed form and return it with the appropriate fee to the police department within thirty days of the date of this letter. Residential and business alarm permit fees are \$25.00 annually. **If there are no changes, write "no changes" on the form and return it with the fee.** For a more efficient transaction, please do not send the fee separate from the application. ***If this notice does not apply to you, indicate this on the form and return it so we can update the system.***

City Ordinance 96-10-10 states that "a person commits an offense if he operates or causes to be operated an alarm system without first obtaining a permit from the director or his/her authorized representative. Failure to renew your permit could result in termination of responses from police and fire departments."

The date in the first paragraph of the letter is the date the permit *expires* and is correct. It is the verbiage that is incorrect and you still need to pay the fee.

Please accept our sincerest apologies for the error. Should you have any questions please contact the Frisco Police Department Records Division at 972-292-6000.