



# Alarm Permit Cancellation

[www.austintexas.gov/alarms](http://www.austintexas.gov/alarms) | [dsdalarm@austintexas.gov](mailto:dsdalarm@austintexas.gov) | Austin 3-1-1 (or 512-974-2000 outside Austin)  
Alarm Administration, City of Austin PDC, PO Box 1088, Austin, TX 78767

Please print or type all information clearly and completely, and mail or email it to the address above.

Permit No.: \_\_\_\_\_

Alarm Site Address: \_\_\_\_\_

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

Email: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Provide a brief explanation of why permit is being cancelled:

\_\_\_\_\_  
\_\_\_\_\_

## NOTES:

- If you have discontinued your monitoring service, but continue to operate your alarm system and it emits an audible sound, you are still required to have a permit.
- Please do not submit permit renewal fees if you are cancelling your permit.
- Your permit cannot be cancelled if there are any outstanding false alarm fees due on your accounts.
- A change of address, business, or name requires the issuance of a new permit.

If you have any questions, please contact Alarm Administration between 8:30 a.m. and 4:30 p.m., Monday through Friday at 3-1-1 (or 512-974-2000 outside Austin). For additional information, visit our website [austintexas.gov/alarms](http://austintexas.gov/alarms).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_