



Visalia Fire Department  
Fire Prevention Division  
420 N Burke St., Visalia, CA 93292  
559-713-4266

**FIRE ALARM SYSTEM NEW PERMIT APPLICATION**

PLEASE READ BEFORE COMPLETING THE ATTACHED APPLICATION.

This application is for **NEW PERMIT APPLICATIONS ONLY** and is not to be used for renewals.

\*Please return to:

**Visalia Fire Department  
(Attn: Fire Prevention)  
420 N Burke St.  
Visalia, CA 93292**

Enclose (or bring in) your check or money order, payable to the City of Visalia with completed application and fire alarm annual service report. Permit fees are: **\$15.00 a year**, permit and permit fees are based on the fiscal year of July 1<sup>st</sup> through June 30<sup>th</sup>. The City does not pro-rate these fees.

All alarm systems must have a valid fire alarm permit, and must be renewed on July 1<sup>st</sup> of each year. Failure to renew this permit prior to July 1<sup>st</sup> of each year will constitute a violation of Visalia Municipal Code Section 8.08.

When an alarm user desires to test, repair, modify or install an alarm system, notification of such intention shall be given to the Visalia Communications Dispatcher at (559)-734-8117 prior to such action.

A service charge for an emergency response will be assessed against the property owner whose alarm system generates false alarms in accordance with the following fee schedule. Fees may vary annually depending on consumer price index and as adjusted by the City Council.

**FIRE DEPARTMENT RESPONSE  
Occurring between July 1 & June 30**

First response .....	Free
Second response.....	Free
Third response.....	Free
Fourth (and any additional) response.....	\$179.00

All false alarms occurring at locations without a valid fire alarm system permit and after having been provided time to obtain a permit; will be issued the \$179.00 False Alarm fee for each incident and an Administrative Citation for noncompliance with Visalia Municipal Code Section 8.08. Administrative Citations as per Visalia Municipal Code Section 1.13.050 will levy fines of \$100.00 for the first violation, \$200 for the second violation and \$500.00 for the third and subsequent violation. Issuance of an Administrative Citation does not replace the requirement to obtain a permit. Copies of the Visalia Municipal Code Chapter 8.08 and 1.13.050 are available at the City's Website@ [www.visalia.city](http://www.visalia.city)

If you have any questions regarding this permit, please call (559)713-4266. If you would like to contest an alarm response, you must do so in writing to the address listed above within five (5) working days of the incident.

**VISALIA FIRE DEPARTMENT  
FIRE ALARM SYSTEM NEW PERMIT APPLICATION**

1. Building Owner:

\_\_\_\_\_ Phone: \_\_\_\_\_

2. Addresses of Alarmed Property including zip code:

\_\_\_\_\_

3. List all Addresses and/or Suites Served by this Alarm:

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

4. Building Owner Billing Address including zip code:

\_\_\_\_\_

**7. Person Who Can Provide Access to Premises in the Event of Emergency**

(Please only provide a maximum of 3 names and phone numbers)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**8. Included is the Fire Alarm Annual Service Report checkoff sheet that must be completed by a licensed inspector.**

Signature of Applicant/Agent of Applicant:

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



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Fire Alarm Annual Service Report Checkoff Sheet

This form is to be completed by the licensed inspection, testing and maintenance inspector.

Property address \_\_\_\_\_

Location of panel \_\_\_\_\_

Service company name \_\_\_\_\_

Service company license number \_\_\_\_\_

Service company phone number \_\_\_\_\_

Monitoring company name \_\_\_\_\_

Monitoring company phone number \_\_\_\_\_

Date service performed \_\_\_\_\_

Total number of installed devices \_\_\_\_\_

Total number of tested devices \_\_\_\_\_

Service results            Pass     Fail

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

By signing this document the servicing contractor certifies that testing and inspection have been performed in accordance with NFPA 72 standards for annual servicing of a fire alarm system.

Inspector Name (Print) \_\_\_\_\_

Inspector Signature \_\_\_\_\_