

BRISTOL POLICE DEPARTMENT
ALARM APPEAL REQUEST FORM

Pursuant to City of Bristol ordinance section #2.5 "Alarm Systems", all residential and business alarm systems must be registered with the Bristol Police Department. Under this ordinance you are allowed three (3) false alarms per calendar year (January 1 thru December 31). After the third false alarm you will be billed at \$90.00 per false alarm. Citations not paid within 15 days of issuance will double, and triple after 30 days.

If you wish to appeal with the City of Bristol's Police Department charges you have incurred, you must fill out this Alarm Appeal Request Form no later than 10 days of the issuance of your citation. Please include any documentation which may aid in the decision-making process. This form may be dropped off to the Bristol Police Department Records Division or may be mailed in to the Bristol Police Department Attention: Records Division 131 North Main Street Bristol, CT 06010.

Once your request is received it will be reviewed and upon completion of the review you will be contacted with the results of your appeal request. Please note that reviews can take up to 45 days from the date they are received.

If you have any questions please contact the Records Division during normal business hours of Monday – Thursday from 8:00 am to 4:15 pm and Friday from 8:00 am to 1:15 pm.

Contact Name: _____ Phone Number: _____

Address: _____

Company/Resident Name: _____

Date of Request: _____ Account Number: _____

Citation Number: _____ Date of False Alarm: _____

Amount You Are Appealing: _____

