



# SUMMIT POLICE DEPARTMENT

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512 SPRINGFIELD AVENUE • SUMMIT • NEW JERSEY 07901  
PHONE: 908-273-0051 • FAX: 908-273-8002  
WWW.CITYOFSUMMIT.ORG

## Commercial Property- Alarm Registration Notice

Dear Business Owner,

Local ordinance requires that all fire and burglar alarm systems be registered with the City of Summit. Information provided as part of the registration process is essential for the City's emergency forces when responding to an alarm. According to our records, your alarm is not registered. Please register now to avoid the following penalty as provided for in the *Alarm Systems and Warning Devices* ordinance (full copy available on the City of Summit website or upon request):

### 4-2.10 False Alarms and Penalties

**b. "...and the fine for not having a registered alarm will be two hundred (\$200.00) dollars. An additional fee of two hundred (\$200.00) dollars shall be charged for each false alarm occurring while the private alarm system or warning device is not registered, or at the rate set by the foregoing schedule of penalties for Police or Fire Departments, whichever is higher."**

For online registration, please go to <https://register.communitypass.net/reg/index.cfm>. Once on this page, please type "Summit City" and then you will be brought to the logon page.

For in person or mail registration, please complete an application (available upon request) and submit it with the alarm registration fee (\$25.00 for a renewal, \$60.00 for an initial registrant), payable by cash or check only.

Please make checks payable to:

City of Summit

Mail the completed application/payment to:

Summit Police Department-Alarm Registrations

512 Springfield Avenue

Summit, New Jersey, 07901

If you have questions, including the status of your address as a renewal or initial registrant, you may contact the Records Bureau Monday-Friday, 8:30 a.m.- 4:30 p.m. at 908-277-9396 or 908-277-9394.

Thank you.