



## SANDS POINT POLICE DEPARTMENT

26 TIBBITS LANE  
SANDS POINT, NY 11050-1135  
PH: (516) 883-3100 FAX: (516)883-8164  
www.sandspoint.org

Dear Resident,

The Village of Sands Point requires you to have an alarm permit if you have an active alarm system in your home. The fee for this permit is \$200.00 per year. Alarms are regulated by the Sands Point Village Code (SPC) §40. If your alarm activates without good cause, the failure to have an alarm permit results in a fine of \$100.00 for the first false alarm of the calendar year and \$200.00 for each subsequent false alarm that year. If you have an alarm system in your home, please fill out an alarm permit application and send it to: 26 Tibbits Lane, Sands Point, NY 11050 with a check for \$200.00. Make check payable to: *Village of Sands Point*. Additionally, there is an alarm contact sheet you must fill out. Please list the people the police department should contact in case of emergency. Include cell phone numbers and who has a key to enter your home.

Please note the under SPC §40 even with an alarm permit, there is a fine schedule for false alarms. The first two of the calendar year are not charged. Starting with false alarm number three, the fine is \$25.00, \$50.00 for the fourth, and \$100.00 per false alarm thereafter. If you think you triggered your alarm in error, please call the police department and your alarm company as soon as possible. This will help avoid generating false alarms.

If you have any questions, please email them to [mborowski@police.sandspoint.org](mailto:mborowski@police.sandspoint.org).

Thank you,

Sgt. Michael Borowski  
Sands Point Police

**INCORPORATED VILLAGE OF SANDS POINT**

**REQUEST FOR ALARM PERMIT**

Application is hereby made for approval of the installation of an Alarm System. It is understood that all provisions of Sands Point Village Code §40 shall be complied with whether specified herein or not.

**PRINT** - (a) Name: \_\_\_\_\_

(b) Address: \_\_\_\_\_

(c) Home # \_\_\_\_\_ Business # \_\_\_\_\_

(d) Email address \_\_\_\_\_

- A. Name, address and telephone number of the person to be contacted in the event of an alarm signal while resident is absent from the premises. Such person must be authorized and qualified to enter the premises and disconnect the system or reset alarm, if necessary, at the discretion of the Village. **Police Department to be notified of any changes.** Additional contacts next page.

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

- B. Does the system have a twenty (20) second delay device on the signal to the Village Police Department? **(REQUIRED)** \_\_\_\_\_
- C. Permission is hereby granted by the Village, giving it the right to have an employee (a) or agent (b) enter the premises for the purpose of inspection or disconnection of the system, as deemed necessary pursuant to the terms of the Sands Point Code.
- D. \$200.00 Application Fee (Make check payable to the Village of Sands Point).
- E. Type of Alarm: Check one or both.

Central Station \_\_\_\_\_ Digital \_\_\_\_\_

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

# SPPD Alarm File & Personal Contact Update

Dear \_\_\_\_\_,

In an effort to provide you and your family the best possible service, the Sands Point Police are updating their records to better assist you in the event your family requires emergency assistance.

Please mail the updated information to the Sands Point Police Department at your earliest convenience. This information cannot be taken over the telephone.

Resident Name:

Resident Address:

Home phone number:

Please list contact names and phone numbers, including cell phone, indicating who has keys to the house.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Please list all pertinent information the Sands Point Police Department might need when responding to your residence, for example dogs, gate codes, or medical conditions:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_