



Howard County Police Department

3410 Courthouse Drive, Ellicott City, MD 21043

False Alarm Appeal Guidelines

According to the Howard County Code, Title 17, Subtitle 7, a False Alarm is defined as an alarm system activation that results in a Law Enforcement Dispatch request that is **not** cancelled **prior** to the arrival of police personnel at the site and for which there is no evidence of criminal activity to justify a police response. An Alarm Dispatch Request that is cancelled by the Alarm Business **prior to** the arrival of police personnel **shall not be considered a False Alarm.**

When considering filing an appeal of a false alarm fine (**which must be received within 30 days of the assessment or warning and must be accompanied by a \$20 filing fee**), please note that appeals **will not** be granted for false alarms that are a result of the following:

1. Faulty, defective, or malfunctioning equipment supplied by the alarm company.
2. Improper installation or maintenance by the alarm company.
3. Improper monitoring by the alarm business.
4. Alarm activations that occur while alarm technicians are repairing, servicing, or testing the alarm system.
5. An occurrence where no evidence of criminal activity is present.
6. Mistakes made by employees, private contractors, maids, cleaning crews, realtors, houseguests, etc.
7. Improper maintenance of the alarm system by the alarm owner (including neglect of back-up power/battery supplies).
8. Items within homes or businesses which move and cause motion detectors to activate (i.e. curtains, signs, plants, pets, balloons, etc)
9. Glass break detectors that activate due to noises or sounds other than actual glass breakage.
10. Doors and/or windows that become loose and cause a break in the contacts, which activates the alarm.
11. Caretakers who watch homes or businesses when owners are away.
12. Pets, and rodents or other wildlife.
13. Weather conditions that do not result in property damage.

Please Note: For items 1-4 listed above, an alarm user **may** recover an alarm response fee from the alarm company that sold, installed, monitored, or serviced the alarm system. It is suggested that if a false alarm was assessed against your home or business for item(s) 1-4 above, please contact your alarm company for further discussion. This list is intended as a guide to assist you in deciding whether to appeal a false alarm and this list is not intended to cover every situation.





**HOWARD COUNTY POLICE DEPARTMENT
FALSE ALARM FINE AND SUSPENSION
APPEAL HEARING REQUEST**

Name _____ Phone Number _____

Address _____

Work Phone _____

Location of Alarm (if same write same):

Name of Business (if appealing a business alarm): _____

Address (if different than above): _____

Date of Alarm in question: _____ Date of Fine or Suspension: _____

Name and Address of Attorney or Representative: _____

_____ Phone: _____

State the specific Nature of the Appeal and the relief sought (You may use the back of this form if you need additional space): _____

A **\$20.00 filing fee** must accompany this form if you are appealing a false alarm assessment of penalty. Appeals without this required fee will not be considered.

Faxed appeals will not be accepted. Please make checks payable to the Director of Finance, Howard County. Mail appeals to:

Automated Enforcement Division
False Alarm Reduction Unit
9250 Bendix Rd
Columbia, MD 21045

Phone: 410-313-6199 Fax: 410-313-7551

www.hcpd.org

E-Mail: hcpd@howardcountymd.gov