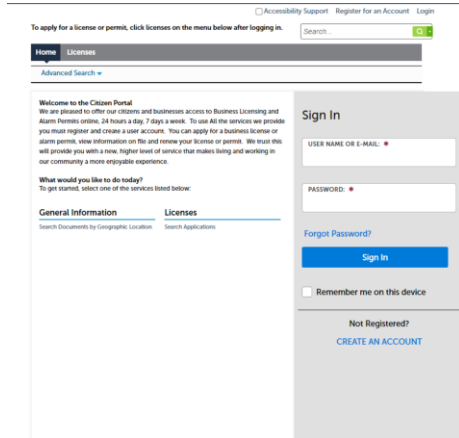
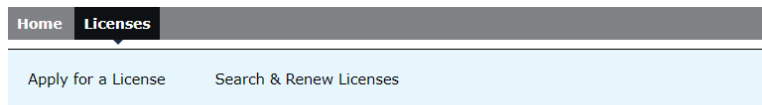


# Apply for an alarm permit online

Log into your account at <https://aca-prod.accela.com/scottsdale/Default.aspx>.



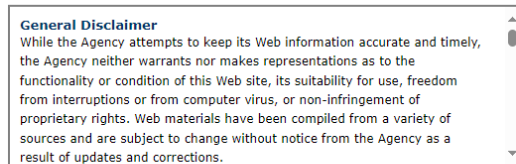
1. Click on **Licenses** – (at the top of the screen)
  - Click **I have read and accepted the above terms.**
  - Click **Continue Application**



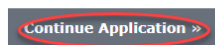
## Online License Application

Welcome to City of Scottsdale's Online Permitting System. Using this system you can submit and update information, pay fees, track the status of your application, and print your final record all from the convenience of your home or office, 24 hours a day.

Please **"Allow Pop-ups from This Site"** before proceeding. You must accept the General Disclaimer below before beginning your application.



I have read and accepted the above terms.



2. Select - **Alarm User Permit Application**
  - Click **Continue Application**



## Select a License Record Type

First select the category of license you are applying for, then choose one of the listed available license application types.

### NOTE:

- **Business Registration Merchant License Application (Business generating a sales tax liability and is licensed through the Arizona Department of Revenue)**
- **Business Registration Service License Application (Service Oriented business not licensed through the Arizona Department of Revenue)**

For assistance or to apply for a record type not listed below please contact us.



- Alarm User Permit Application
- Automated Kiosk License Application
- Business Registration Merchant License Application
- Business Registration Service License Application
- Liquor Permit Application
- Massage Facility License Application
- Short-Term Rental License Application



# Step 1: Location & People > Address & Applicant

1. Enter the service address by typing the street no. and/or street name, then click "Search" to locate and select the correct address.

## Service Address

Use the following fields to locate your service address. Then click the 'Search' button.

- Street No.
- Street Name
- Unit No.

If no address result, please call 480-312-7400.

\* Street No.:  Direction:  \* Street Name:  Type:

Unit No.:  Unit Type:

City:  State:  Zip:

2. If your address does not auto-populate, click on your address in the list, then select it by clicking "Select." (You may need to scroll down to see the "Select" button.)

### Address Search Result List

Address	City	State	Zip
<input type="radio"/> 7447 E ALMERIA RD, SCOTTSDALE	SCOTTSDALE	AZ	85257
<input type="radio"/> 7447 E BLACK ROCK RD, SCOTTSDALE	SCOTTSDALE	AZ	85255
<input type="radio"/> 7447 E CHRISTMAS CHOLLA DR, SCOTTSDALE	SCOTTSDALE	AZ	85255
<input type="radio"/> 7447 E CORRINE DR, SCOTTSDALE	SCOTTSDALE	AZ	85260
<input type="radio"/> 7447 E CORTEZ ST, SCOTTSDALE	SCOTTSDALE	AZ	85260
<input type="radio"/> 7447 E DESERT COVE AV, SCOTTSDALE	SCOTTSDALE	AZ	85260
<input type="radio"/> 7447 E EARLL DR, SCOTTSDALE	SCOTTSDALE	AZ	85251
<input type="radio"/> 7447 E GRANADA RD, SCOTTSDALE	SCOTTSDALE	AZ	85257
<input type="radio"/> 7447 E HIGH POINT DR, SCOTTSDALE	SCOTTSDALE	AZ	85266
<input checked="" type="radio"/> 7447 E INDIAN SCHOOL RD, SCOTTSDALE	SCOTTSDALE	AZ	85251

< Prev 1 2 Next >

### Associated Parcels

Showing 0-0 of 0


Parcel Number	Lot	Block	Subdivision
No records found.			

3. Enter Alarm User by clicking Add New

## Alarm User (Required)

Enter Alarm User by clicking the 'Add New' button.

Required Contact Type Minimum  
Alarm User 1



Showing 0-0 of 0

Action	Full Name	Business Name	Contact Type	Mobile Phone	E-mail	Indiv./Org.
No records found.						

4. Select **Individual or Organization** from the drop-down menu.

### Contact Information

Selecting an **Individual** contact type will **require a first and last name**. Selecting **Organization** will **require the Legal Business and DBA/Trade name**.

\* Individual/Organization:  
Individual  
--Select--  
Individual  
Organization

Middle:

\* Last:

5. Enter the alarm user's information. If you selected **"Individual,"** enter the first and last name. If you selected **"Organization,"** enter the DBA/Trade Name and Legal Business Name. Enter email address. Then scroll down and click "Add Mailing Address."

### Contact Information

\* First:  Middle:  \* Last:

\* DBA/Trade Name (Name on signage and known to the public.)

\* Legal Business Name:

Home Phone:  Mobile Phone:

\* E-mail:

Secondary E-mail:

spell check

▼ Contact Addresses

**Add Mailing Address**

**Please add a mailing address to your permit. If your mailing address is the same as your location address, please re-enter that information here. Pick "Mailing" from the dropdown list.**

6. **Add Mailing Address** and select **Save and Close**
- Enter Address Line 1
  - City
  - State
  - Zip Code

Contact Information

Selecting an **Individual** contact type will require a first and last name. Selecting **Organization** will require the Legal Business and DBA/Trade name.

### Contact Address Information

\* Address Type (Mailing Required):  
Mailing

In Care Of Name

\* Address Line 1:

Address Line 2: (Ex. Suite, Unit, Apartment, #'s)

\* City:  \* State/Province:  \* ZIP Code:

Primary

**Save and Close** **Save and Add Another** **Clear** **Discard Changes**

7. Click **Continue**

**Continue** **Clear** **Discard Changes**

8. Click **Continue Application**

Save and resume later

**Continue Application »**

## Step 2: Alarm Information > Alarm Information

1. Click on **Yes** or **No** if this is a new alarm installation

### Application Date

---

#### PLACED INTO OPERATION

\* Application Date:

08/30/2023



\* Is this a new installation?:

Yes  No

2. Select **Alarm Ownership type** from drop-down menu

### Ownership Type

---

#### ALARM OWNERSHIP TYPE

\* Ownership Type:

--Select--

- Select--
- 501(c) Organization Corporation
- Individual/Homeowner
- Limited Liability Company
- Limited Partnership
- Partnership
- Sole Proprietor
- Trust

3. Select **Monitoring Company** from drop-down menu or select **other** and enter the monitoring company. Select all **alarm types(s)**.

### Alarm Information

---

#### ALARM INFORMATION

\* Monitoring Company:

Other

Other: \*

Alarm Type: Burglar:

Alarm Type: Medical:

Alarm Type: Fire:

Alarm Type: Panic:

4. Click **Continue Application**

### Office Use (Read Only)

---

#### PROCESSING INFORMATION

# of Days to Process:

90

Processing Due Date:

11/28/2023

Save and resume later

Continue Application >

## Step 3: Review

1. Review information and **edit if needed** then select **Continue Application**

### Alarm User Permit Application

1 Location & People	2 Alarm Information	3 Review	4 Pay Fees	5 Record Issuance
---------------------	---------------------	----------	------------	-------------------

#### Step 3: Review

Save and resume later

Continue Application »

Please review all information below. Inaccurate information may result in additional wait times or additional fees, if any. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on. Upon clicking "Continue Application," fees, if any, will be assessed based on the application information provided and cannot be modified. If changes need to be made to the information given after "Review," then this application may become inaccurate, and a new permit application will be required.

### Record Type

Alarm User Permit Application

### Service Address

Edit

## Step 4: Pay Fees

1. Click on **Check Out**

Home Licenses

Apply for a License

Search & Renew Licenses

### Alarm User Permit Application

1 Location & People	2 Alarm Information	3 Review	4 Pay Fees	5 Record Issuance
---------------------	---------------------	----------	------------	-------------------

#### Step 4: Pay Fees

Listed below are the license application fees based upon the information you've entered.

#### Application/Renewal Fees

Fees	Qty.	Amount
Fee, Application	1	\$10.00

TOTAL FEES: \$10.00

Check Out »

# Step 1: Select item to pay

1. Click **Checkout**

## Step 1: Select item to pay

Click on the arrow in front of a row to display additional information.

**PAY NOW**

**1 Application(s) | \$10.00**

Alarm User Permit Application      Total due: \$10.00  
TMP-ALU26      -APP

**Total amount to be paid: \$10.00**

test

[Checkout »](#)   [Edit Cart »](#)   [Continue Shopping »](#)

# Step 2: Payment information

## CITY OF SCOTTSDALE PAYMENT

Payment Information

Amount      \$10.00

**Billing Information**

First Name\*      Last Name\*  
     

Address\*

City\*      State\*      Zip\*  
           

Phone Number

Email Receipt To

**Credit Card Information**

Card Number\*     

Expiration Date\*      CVV\*  
MM      YYYY     

[Submit Payment](#)

# Step 3: Receipt/Record issuance

1. Click on **Print/View Receipt**.

Home      Licenses

Dashboard      My Records      My Account      [Advanced Search](#)

1 Select item to pay      2 Payment information      3 **Receipt/Record issuance**

**Step 3: Receipt/Record issuance**

**Receipt**

Your submission was successful. Please check the provided email (including spam) for any communications regarding your submission. An email will be sent when your license/permit is ready to be viewed. You may view your receipt by clicking the "Print/View Receipt" button below.

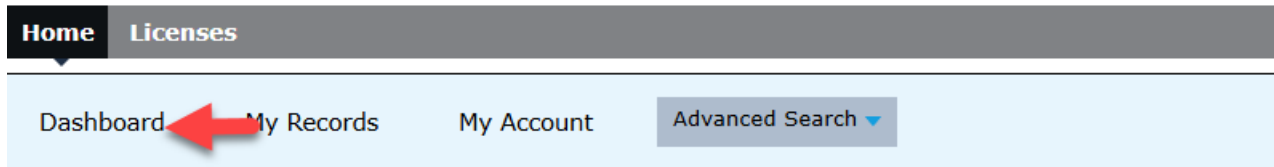
7961 S REDFIELD RD, STE, 101, SCOTTSDALE AZ85260

ALU2026-APP

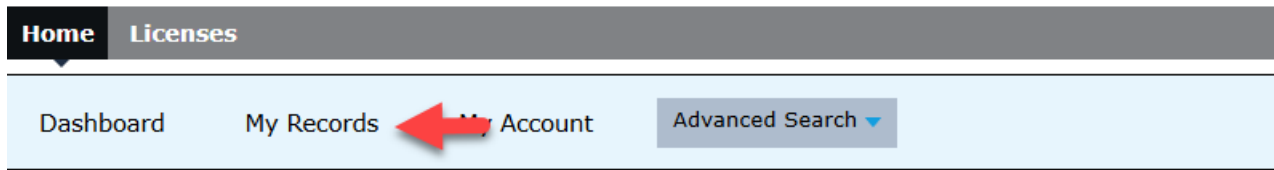
[Print/View Receipt](#)

## Step 4: Print your permit application

1. Click on Dashboard



2. Go to **My Records**



3. Click on the **License number**
4. Click on **Print/View Record**

### License Details

Name:

> More Details

Print/View Record