

Submit Completed Forms By: EMAIL: 911.center@co.genesee.ny.us - or - FAX: Attn - Communications to 585-343-9129
 - or- MAIL: Genesee County Sheriff's Office, Communications Division, 165 Park Rd, Batavia NY 14020
 Additional Forms can be found at: <http://www.co.genesee.ny.us/departments/sheriff/dispatch.html>

For Official Use Only:

Received By:	Date:	Updated By:	Date:
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Business Name:

Date:

Physical Address: (Do Not List PO Boxes)

Number	Street	Suite/Unit	Town	Zip

Building/Plaza/Development/Park Name:

Business Telephone:	If automated, please provide direct line:
Business email:	Business Fax:
Business Owner:	Phone:
Business Owner Address:	

Complete the following if the business rents or leases the building in which it occupies:

Building Owner/Landlord:	Phone:
Building Owner/Landlord Address:	

Hours of Operation:

M:	T:	W:	R:	F:	S:	S:
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Occupied After hours?: Yes No if yes, is there an after hours phone that staff will answer:

Does the building have an alarm system? YES <input type="checkbox"/> NO <input type="checkbox"/>	Silent <input type="checkbox"/> Audible <input type="checkbox"/>	Video Surveillance? Yes <input type="checkbox"/> No <input type="checkbox"/>
Alarm Signal sent to: Local/Audible Only <input type="checkbox"/> Monitoring Call Center <input type="checkbox"/> Auto Dialing Device <input type="checkbox"/> , dials () -		
Type: Burglary <input type="checkbox"/> Panic <input type="checkbox"/> Smoke <input type="checkbox"/> Fire/Heat <input type="checkbox"/>	Other Alarm Type:	
Alarm Service Provider:	Phone Number:	
Location of Main Alarm Panel:	Annunciator Panel:	

In the event of an AFTER HOURS emergency (alarm, burglary, fire), who has FULL ACCESS to building and would be available to respond to the business if needed (List in the order you would like them called):

Contact 1:		Title:	
Address:			
Phone 1:	Type:	Phone 2:	Type:
Email:			
Contact 2:		Title:	
Address:			
Phone 1:	Type:	Phone 2:	Type:
Email:			
Contact 3:		Title:	
Address:			
Phone 1:	Type:	Phone 2:	Type:
Email:			
Contact 4:		Title:	
Address:			
Phone 1:	Type:	Phone 2:	Type:
Email:			