



Town of Greenwich

Alarm Ordinance Administrator
11 Bruce Place
Greenwich, CT 06830
(203) 618-8339
alarm@greenwichct.org

APPEAL OF FALSE ALARM CHARGES

Instructions:

1. You must file your appeal within 30 days of the mailing of the notice of your fine as set forth in the Town of Greenwich Code Section 2A-16(a).
2. Type or print legibly; sign this appeal.
 - a. If appealing on behalf of an entity, you must include the name of the entity and your title.
 - b. Explain the grounds for your appeal.
3. You must pay:
 - a. The \$10 appeal fee.
 - b. Any outstanding registration fees and false alarm charges, except any being appealed.
4. Submit the signed form and any documentation (for example: receipts for repair work) you believe will help your appeal.

Are you appealing:

Registration No.	Registrant Name	Registrant Address	Appeal Fee
			\$10

Grounds for Appeal:

Please provide your e-mail address for faster notification: _____

- 1) A notice of the Alarm Appeals Board meeting will be sent to you once this form and appeal fee is received.
- 2) If you cannot attend the meeting and need to reschedule, you must notify the Alarm Ordinance Administrator at least one week prior to the meeting.
- 3) If you do not attend the meeting, the Board will base its decision on the available documentation.
- 4) Appeals are heard on a first come, first serve basis. The Board will adjourn when no appellants are waiting.
- 5) Be prepared to bring your account current at the meeting.

I certify that I have read and understand the above	Signature (Appellant)	Title (if on behalf of entity)	Date Signed
Name (print legibly)		Entity (if registrant is not a person)	

If you need a reasonable accommodation in accordance with the Americans with Disabilities Act (ADA), contact the Alarm Ordinance Administrator.