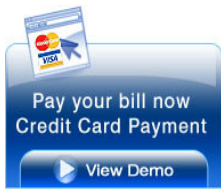


City of Houston Burglar Alarm Payment Instructions

For your convenience - you may choose one of the following payment methods:

1. Mail a check/money order payable to:
 - For new applications please include page 1
 - For bill payments please include payment stub or reference permit# and invoice# on the check

City of Houston - ARA Alarm Administration
PO Box 203887
Houston, TX. 77216-3887
2. You may pay online at www.houstonburglaralarmpermits.org with a credit card: Visa, MasterCard, or Discover. *Please note that the website is only viewable when using Internet Explorer (IE) as your browser



OR



The following information is required to process your payment:

- Permit Number
- Bill Number
- Email Address

3. As last alternative, you may also pay in person at 611 Walker Street on the second floor with a check or money order. If you do not have access to the internet at your home or office, there is also an internet kiosk available at this location to make payments online as described above.

** We **DO NOT** accept credit card payments via fax, mail, or phone **

Additional and helpful information regarding your alarm permit:

- **To obtain a copy of your permit online**, please go to: www.houstonburglaralarmpermits.org
- Click on NEED LOGIN AND PASSWORD to have your login information emailed to you, or you may call us at 713-581-7410 to request your login information to be emailed to you. This may also be used to update your contact(s) information and view account status as needed.
- Website is only viewable using Internet Explorer (IE) as your browser.
- Upon your request, we can also fax or email a copy of your permit.
- If you do not have access to the internet or fax, please contact our office and request a copy of your permit to be mailed.
- If you need to cancel your permit, we must have written notice. In addition to mail, you may fax your request to 281-779-4188.
- If you have any questions please call 713-581-7410. Our hours of operation are: Monday – Friday 8am – 5pm.
- For information regarding False Alarm Prevention please visit: www.houstonburglaralarmpermits.org

***Please keep this sheet for your reference**