



# **Fire Alarm Application**

## **Requirements for Connection to the Automatic Fire Alarm System of the Village of Downers Grove (AES) via Radio**

The following requirements shall be followed for connection to the digital fire alarm equipment of the Village of Downers Grove:

- All transceivers shall be connected by a single wireless connection to the Village of Downers Grove by an approved fire alarm company of your choice.
- All transceivers shall be UL listed and approved by the Fire Prevention Division for use with fire alarm control panels.
- All transceivers must have multiple false alarm suppression at nine (9) cycles.
- 48 hours after position number is received, fire alarm system shall be placed on 24 hour test prior to acceptance test.
- All transceivers shall transmit a restoral on all faults, troubles, and alarms.
- All transceivers shall transmit the following signals from every fire alarm panel as minimum acceptable capability of the building's fire alarm panel. Signal shall be transmitted in the listed format and the functions of the fire alarm panel (as appropriate) shall be grouped as listed. Radio: Zone One—Fire; Zone Two – Trouble; Zone Three—Supervisory; Zones Four and Eight—Cabinet Tamper.
- Panel shall transmit AC power loss at six (6) hour delay where capability exists. Battery extension packs shall not transmit AC loss signal.

Please allow ten (10) to fifteen (15) working days for processing of contract and fees before any assignment of subscriber number and prior to any connection or inspection.

**Application for Connection to Automatic Fire Alarm System -  
Wireless Radio Communication System**

APPLY TO: Downers Grove Fire Prevention Division  
801 Burlington Avenue  
Downers Grove, IL 60515  
(630) 434-5983

Business/Project Address: \_\_\_\_\_

Upload the completed application and complete payment through the Village’s online permitting portal.

| Application Completion Date: | Fee:     |
|------------------------------|----------|
| January, February, March     | \$555    |
| April, May, June             | \$451.25 |
| July, August, September      | \$347.50 |
| October, November, December  | \$243.75 |

The above fee includes a \$ 415.00 annual surveillance fee for the first year of service, prorated based on the date of application, and a one-time hook up fee of \$140.00. Thereafter, you will receive an invoice for the annual surveillance fee every November for the following calendar year.

The applicant shall purchase and install the Village standard security lock box and furnish keys to allow emergency Fire Department access to the building. Reference DGMC 17-58.f, Ord.4513

**NOTE: Reconnection fees will be charged if the building alarm system is disconnected. The fee is the same as the initial connection fee in effect upon date of re-connection.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Applicant Name

**Alarm Number:** \_\_\_\_\_  
(for office use only)

**Date:** \_\_\_\_\_

NOTE: This form is used for any alarm record changes.

Please check one of the following:

- Fire                       Disconnect                       Name Change Only
- Burglar                       Hook Up                       Other: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Business Fax: \_\_\_\_\_

**Complete the following for billing:**

Owner of Building: \_\_\_\_\_

City & Zip Code: \_\_\_\_\_

Building Owner Telephone Number: \_\_\_\_\_

Management Co. Name & Telephone Number: \_\_\_\_\_

**Emergency Contacts:** Please list key employees who can open the building during off hours if emergency access is needed or if the building must be secured after a problem has occurred per Section 17-57(d).

| EMPLOYEE NAME | EMAIL ADDRESS | CELL  |
|---------------|---------------|-------|
| 1. _____      | _____         | _____ |
| 2. _____      | _____         | _____ |
| 3. _____      | _____         | _____ |
| 4. _____      | _____         | _____ |
| 5. _____      | _____         | _____ |

FOR OFFICE USE ONLY

|                                                                 |                                                                  |
|-----------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Rolodex Update                         | <input type="checkbox"/> Advise Du-Comm of Alarm Position Number |
| <input type="checkbox"/> SIS Update                             | <input type="checkbox"/> CityView Update                         |
| <input type="checkbox"/> Advise Fire Prevent of Position Number | <input type="checkbox"/> Alarm Mapping                           |

\_\_\_\_\_  
Name of person completing this section

\_\_\_\_\_  
Date completed

Application is hereby made by the undersigned applicant, the Alarm User, for the connection to the Fire Alarm Receiving System of The Village of Downers Grove, for the automatic fire alarm service.

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

Are you the owner, lessee, or otherwise in control of the property for which you are applying for connection?  YES  NO

If not, please designate your interest in the property: \_\_\_\_\_

\_\_\_\_\_  
Name of Building/Business Protected

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

As a condition of connection to the Village system, the applicant shall comply with the following requirements:

- Fire alarm systems and equipment shall be installed and maintained as provided in the Village Alarm Code, Section 17-54 through 17-74 of the Downers Grove Municipal Code as attached hereto and made a part hereof.
- The approved fire alarm system shall be maintained and tested at the intervals specified in Section 17-62.\*
- Shall purchase and install the Village standard security lock box and furnish keys to allow emergency Fire Department access to the building. DGMC 17-58(f), Ord. 5634

\*All costs of installation, connection, maintenance and all other charges that may be made by the fire alarm contractor for its services shall be paid by the undersigned. Further, the sum as below is herewith paid to the Village of Downers Grove prior to connection to the Village System as a connection fee and prorated surveillance fee.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Estimated Date of Installation

\_\_\_\_\_  
Position Number

**Please call of acceptance appointment 24 hours prior to installation.**