NOTIFICATION TO CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL ENVIRONMENTAL
HEALTH DEPARTMENT OF INSTALLATION OF A NEW ALARM SYSTEM OR A CHANGE OF ALARM-
HOLDER

Notes

i. The `Control of Noise (Code of Practice on Noise from Audible Intruder Alarms) Order 1981
(Statutory Instrument 1981 1829) gives guidance on methods for reducing the incidence of nuisance
caused by the ringing of alarms. If you permit your alarm to ring unnecessarily action may be taken
against you under section 80 of the Environmental Protection Act 1990. It is therefore in your own
interest to adhere to the procedures set out in the code of practice, which can be purchased at
Government bookshops or through booksellers.

ii. Paragraph 5 of the code of practice states that the alarm-holder should, within 48 hours of
installing a new alarm system or of taking over an existing one, notify the local police of the
names, addresses and telephone numbers of at least 2 keyholders. The code also states that the
alarm-holder should, at the same time, notify the local environmental health authority that the
alarm has been newly installed or that he has taken over responsibility for an existing alarm
system, and that he should tell the local authority the address of the police station to which
notification of keyholders has been made.

iii. This form may be used to notify the City of Bradford Metropolitan District Council Environmental
Protection Division of an existing installation or that a new installation has been made or an existing
one taken over. Form A may be used to give the police details of keyholder arrangements.

iv. Section 6 of this form should only be completed if you wish to ask the local authority to agree to a
response time of more than 20 minutes (see paragraph 6.2 and 6.3 of the code of practice).

To the Environmental Health Department of City of Bradford Metropolitan District Council.

As the person responsible for the audible alarm system at the premises indicated at (2) below, I
wish to notify you that I have given the
	names and addresses of my nominated keyholders to .................................................................

to .............................................................

to .............................................................

to .............................................................

police station and that I have signed an undertaking that one or other of my nominated keyholders
will always turn out and will take

responsibility for silencing the alarm within 20 minutes, or such longer period as may be agreed
with you in writing, from receiving

notification that the alarm is ringing.

Signature: ............................................................... Date: ...............................................................  

1. Nature of Installation (please tick the appropriate box)

New Installation ☐ Existing Installation ☐ 

2. Premises at which the alarm is installed

Address (including postcode): .................................................................

.................................................................

.................................................................

Occupyants name:

.................................................................

.................................................................

.................................................................
3. **Person responsible for the alarm** (the alarm-holder)

<table>
<thead>
<tr>
<th>Name</th>
<th>Home address (inc. postcode) and Tel</th>
<th>Business address (inc. postcode) and Tel</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

Telephone:  Telephone:

4. **Alarm owner** *(if different from 3; eg. a security company)*

<table>
<thead>
<tr>
<th>Name</th>
<th>Address (including postcode)</th>
<th>Telephone:</th>
</tr>
</thead>
<tbody>
<tr>
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5. **Alarm maintenance contractor** *(if different from 4)*

<table>
<thead>
<tr>
<th>Name</th>
<th>Address (including postcode)</th>
<th>Telephone:</th>
</tr>
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<tbody>
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</table>

6. **Nominated Key-holders** *(one of whom may be alarm holder)*

<table>
<thead>
<tr>
<th>Name</th>
<th>Home address (inc. postcode) and Tel</th>
<th>Business address (inc. postcode) and Tel</th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Telephone:</td>
<td>Telephone:</td>
</tr>
<tr>
<td>b.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Telephone:</td>
<td>Telephone:</td>
</tr>
</tbody>
</table>

Unless otherwise requested, key-holder (a) will normally be contacted first. Details of any additional key-holders should be added at the end of the form.

Signed: ......................................................... Alarm-holder.

Date: ..............................................................