Police Department
1101 Cumberland Avenue
Knoxville, TN 37996
Phone (865) 974-3114
Fax: (865) 974-4072
utpolice@utk.edu

Central Alarm Systems
1101 Cumberland Avenue
Knoxville, TN 37996
Phone: (865) 974-0808
Fax: (865) 974-6780
utcentralalarm@utk.edu

ACCOUNT HOLDER INFORMATION

DATE:

Account Information

Building:

Address:

Central Alarm Account #:

(Must complete separate Account Holder Information Form for each account)

Date & Time Activated:

Date & Time Deactivated:

Billing Information

Name:

Department:

Telephone:

Campus Address:

Email:

Account Number to be billed:

(Please indicate method of payment if no IRIS account given)

Emergency Contact - This person may be contacted if there is a problem in the alarm area. Please request if contact should be automatic or case dependent.

Name & Title:

Mobile Number:

Other number: _____ (Please indicate what type of phone number)

Email:

Alarm Contact Criteria: _____ (Days / Times contact to be made)

Emergency Contact Alternate - This person may be contacted if there is a problem in the alarm area. Please request if contact should be automatic or case dependent.

Name & Title:

Mobile Number:

Other number: (Please indicate what type of phone number)

Email:

Alarm Contact Criteria: (Days / Times contact to be made)

Authorizing Signature – This person(s) may add, delete, or modify personnel from an account with appropriate signature. Typically, this in an administrator for the department where the account is held.

Name & Title:

Mobile Number:

Other number: (Please indicate what type of phone number)

Email:

Signature:_____   Date:_____

(If additional authorizing signatures are requested they may be added as an attachment to this form.)

The UT Police Department, Central Alarm division, is responsible for monitoring all UT Central Alarm accounts. If you have immediate questions regarding your Central Alarm account, please contact UT Police Central Alarm 865.974.0808.

UT Police Central Alarm monitoring - If you have administrative questions, requests, for access, etc., please email utcentralalarm@utk.edu , Fax 865.974.6780, or call 865.974.0583. You may also find useful information at http://web.utk.edu/~utpolice/centralalarm.html

> **Account Deactivation**- If you wish to deactivate an account, you must complete an Account Deactivation Form. This completed form should be sent to UT Police Central Alarm.
> **Access** – If you wish to add / modify an access, you must complete an access request form and submit it to UT Police Central Alarm.

UT Facilities Services / Electric Shop - If you have questions regarding equipment installation, maintenance, or technical issues regarding your Central Alarm Account contact the Electric Shop at 865.974.2505. All fees connected with these types of services will be handled through the Facilities Services Accounting Department.

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RETURN FORM TO: Central Alarm Account Monitoring
University of Tennessee Police Department
1101 Cumberland Avenue
Knoxville, TN 37996

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Enforcement Through Cooperation