



Below, you will find directions for the renewal process. As always, you may call 913-573-6109 or 913-573-6105 or email alarms@kckpd.org with any questions.

As a reminder, ALL permits are required to be returned! The renewals need to be postmarked or timestamped by January 31st in order to avoid a \$25 late renewal fee.



CHANGES

1. Cross out what is incorrect or needs updating.
2. Write in the correct information.
3. Provide an email address.



NO CHANGES

1. Check the box at the bottom of the renewal form indicating that no changes are necessary.
2. Provide an email address.



CANCEL

1. Check the box at the bottom of the renewal form indicating that the alarm system is cancelled or no longer active.

Once you are finished, please send back the YELLOW form.

You can:

- **Fax to:** 913.573.6159
- **Email to:** alarms@kckpd.org
- **Mail to:**

700 Minnesota Ave

ATTN: Alarms

Kansas City, KS 66101

Once the renewal is processed, you will receive a copy for your records. We do not need it returned.