



Active Alarm Company, Inc.

Authorized Personnel Assignment

Company Name

Account Number

Address

To Whom It May Concern:

In order to maximize security for your company, Keypad Code change requests will only be completed if requested by Authorized Personnel. You may select up to two people (including yourself) to be Authorized Personnel for your alarm system, which you must designate at the bottom of this page.

Please fill out all fields on this form and return to Active Alarm Company. In the event that either contact is replaced at your company, a new form must be submitted to Active Alarm Company. For any Keypad Code changes, please use copies of the "Request for Alarm Code Adjustment" form sent with this letter. Additional forms can be found on our website at www.activealarm.com, or you can request them via email to info@activealarm.com.

If you have any questions, feel free to call our office at 847-438-2600.

Authorized Personnel:

Print Name

Passcode

Signature

Print Name

Passcode

Signature

Proud Member of the Better Business Bureau

561 Capital Drive ▪ Lake Zurich, IL 60047
▪ Phone: 847-438-2600 ▪ Fax: 847-438-6711
www.activealarm.com