

**Village of Vernon Hills
Community Development Department
290 Evergreen Drive, Vernon Hills, IL 60061
Phone 847-367-3704 - Fax 847-367-2541 - <http://www.vernonhills.org>**

SECURITY ALARM PERMIT PROCESS

This hand out is for **REFERENCE ONLY**. For more details see specific code sections.

TO APPLY FOR A PERMIT:

If all of the items listed below are submitted at the same time, a permit will be issued immediately over the counter.

1. Submit a completed permit application.
2. The permit fee may be paid in the form of a check made payable to the Village of Vernon Hills, or in cash. Fees will be determined based upon your job cost.

INSTALLATION REQUIREMENTS:

1. Open wiring is acceptable.
2. All equipment must be listed by a Nationally Recognized Testing Lab.
3. All wiring not accessible due to construction shall be installed in conduit.
4. All wiring splices shall be done in junction boxes.
5. If wiring is installed in a plenum area, all wiring and support of the wiring shall be plenum-rated.
6. All wires penetrated through walls or ceilings shall be installed in conduit.
7. All wiring subject to physical damage shall be installed in conduit.

INSPECTION REQUIREMENTS:

The permit holder is responsible for scheduling an inspection. To request an inspection, contact the Building Division at 847-367-3704 between the hours of 8:30AM and 3:30PM, Monday through Friday, at least one working day in advance, and have your permit number ready.

1. Call for a final inspection.

**PERMIT APPLICATION
LOW VOLTAGE SECURITY SYSTEM**

PLEASE PRINT

Project or Homeowner Name: _____

Address: _____

Phone: _____ **E-Mail** _____

Applicant's Name: _____

Phone: _____ **E-Mail** _____

Please check one of the following:

Residential Property:

Standard Low Voltage or **Other:** _____

Commercial Property:

Standard Low Voltage or **Other:** _____

Market value cost of construction (include labor & materials): _____

Work being performed by:

Homeowner **Contractor**

Name: _____

Address: _____

Phone #: _____ **E-Mail** _____

Also supply the following:

A copy of the contract/work order signed by the homeowner

A copy of the alarm contractor's registration/alarm-low voltage license