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Preventive Maintenance Authorization Form



Maintenance of your security alarm system is mandatory per UC Davis Policy and Procedure 360-35 Security Alarms, and is performed twice a year by our qualified Alarm Electricians. Preventive maintenance consists of visibly checking and physically testing the complete alarm system, integrity of connections, sensitivity of sensors, and proper communication with UC Davis Police Dispatch. Service is estimated at \$260.00 per year, unless stated otherwise; if the price of your service is adjusted, you will be notified.

By signing this form authorizes Facilities, O & M to use the billing number supplied below, in the event our Alarm Electricians are dispatched for an emergency repair for your alarm system.

If you have any questions, feel free to contact Judy Holt at jaholt@ucdavis.edu , or Scott Browne at scbrowne@ucdavis.edu .

The information for your account is as follows:

Account #: _____ **Department:** _____
(Supplied by UCD Police)
PM Master: _____ **Location:** _____
(Supplied by O & M)

	System Contact (Code One/Programming)	Billing Contact (Dept. MSO or accountant)
Name		
Phone		
E mail		

Departmental DaFIS number: _____

Authorized Signature: _____ Date: _____

Print Name: _____ Phone: _____