

City of Houston  
Houston Fire Department  
P.O. Box 3625  
Houston, TX 77253

Attention:  
Phil Boriskie  
Fire Chief

Re: False Alarm Response Notice dated \_\_\_\_\_, 2007

Recipient: \_\_\_\_\_  
Houston, TX \_\_\_\_\_

Permit Number: \_\_\_\_\_  
Expiration Date: \_\_/\_\_/2007  
Alarm Type: **Commercial Group C**

Date of HFD Dispatch: \_\_/\_\_/2007 # \_\_

**NOTICE:**

Pursuant to Section 11-19(e) of the City of Houston Code of Ordinances,  
\_\_\_\_\_, holder of the above referenced fire alarm permit, disputes this  
False Fire Alarm Response Notice. We hereby request a hearing with the fire chief.

According to independent and formally documented internal reports, the incident to  
which the fire department responded is incorrectly identified as a false fire alarm.

*DIVISION 2. FIRE ALARM PERMITS; FALSE FIRE ALARM FEES Sec. 11-11.*

*Definitions:*

*False fire alarm means an incident in which the operation of an alarm system elicits an emergency response by the fire department when a situation requiring such a response by the fire department did not in fact exist. The term does not include an otherwise false alarm if the fire chief determines that the false alarm was caused primarily by one or more of the following:*

- (1) Manual alarm notification to the fire department and the person actuating the alarm was acting under a reasonable belief that smoke or fire existed; or*
- (2) Any cause clearly unrelated to the proper maintenance, use or operation of the alarm system that is beyond the control of the permit holder.*

Sincerely,

\_\_\_\_\_  
Permit Holder