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Central Alarm Systems  
1101 Cumberland Avenue  
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## CENTRAL ALARM ACCOUNT ACTIVATION / DEACTIVATION REQUEST

**DATE:** \_\_\_\_\_

### Account Information

Building: \_\_\_\_\_

Address: \_\_\_\_\_

Central Alarm Account #: \_\_\_\_\_

Date & Time Activation / Deactivation requested: \_\_\_\_\_

(Activation date will be coordinated with Facilities Services as they are responsible for physical installation of alarm equipment)

### Billing Information

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Telephone: \_\_\_\_\_

Campus Address: \_\_\_\_\_

Email: \_\_\_\_\_

Billing Account Number: \_\_\_\_\_

For account deactivation, all alarm equipment / hardware will remain in place at current location unless move is requested by account holder. If equipment / hardware are to be moved, a Facilities Services PP28 form must be completed.

**Activation / Deactivation Authorizing Signature** –Typically this in an administrator for the department where the account is held.

Name & Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**RETURN FORM TO:** Central Alarm Account Monitoring  
University of Tennessee Police Department  
1101 Cumberland Avenue  
Knoxville, TN 37996