



**WATFORD
BOROUGH
COUNCIL**

Notification of Burglar Alarm Installation and Details of Key Holders

Name of owner: _____

Trading as (if commercial): _____

Address of premises _____

Post code: _____

Tel no: _____

Mobile no: _____

Alarm make: _____

Alarm model: _____

Are internal sounders fitted?

Yes

No

Has alarm got a 20 minute cut off ?

Yes

No

Please provide the names, addresses and phone numbers of two key holders who consent to being contacted in case of the alarm sounding.

It is recommended that two key holders' details are provided so that in the event of the alarm sounding and the owner not being at the property, a key holder can be contacted. Therefore please do not list yourself as a key holder.

Key holder 1 Name and Address

Tel no: _____

Mobile no: _____

Key holder 2 Name and Address

Tel no: _____

Mobile no: _____

Please return completed form to:

Community & Environmental Services (EHL), Watford Borough Council, Town Hall, Watford,
Hertfordshire, WD17 3EX

DATA PROTECTION – Keeping your personal information safe

Any data that you provide will be stored and processed by Watford Borough Council or its appointed agents in accordance with the law.

Information collected may be shared with other Council departments and/or organisations the Council works with who assist us in the performance of our functions. It may also be shared with outside organisations such as the Police, DWP, and County Council, to prevent and detect crime. It may be shared with insurance companies and bodies responsible for auditing or administering public funds for the prevention and detection of fraud.

Further information on the Council's obligations to safeguard your personal information and your rights on accessing data held about you can be found on the Council's website at:

<https://www.watford.gov.uk/privacynotice> and <https://www.watford.gov.uk/ehlprivacynotice> or by telephoning 01923 278000