

# Parma Heights Police Department

6184 Pearl Road Parma Heights, Ohio 44130 Phone:  
440-884-1234 Fax: 440-884-1609

Dear Business Owner:

The Parma Heights Police Department maintains a business file with pertinent information regarding your business in the event an emergency situation should occur. The information allows us to make timely notifications and assists us in our efforts to keep our community safe.

A recent examination of your file reveals that the following information has not been updated for some time. Please complete this form and return it as soon as possible. You can email your current emergency information to: [UPDATE@ParmaHeightsPolice.net](mailto:UPDATE@ParmaHeightsPolice.net).

Thank you,

  
Dan Teel, Chief of Police

Address:	Phone:
Owner's Name:	
Address:	Phone:
Manager's Name:	
Address:	Phone:
Asst. Manager's Name:	
Address:	Phone:

Do you have an alarm installed on your building / business? Yes \_\_\_ No \_\_\_

**Alarm Co:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Please list the name of the employee living closest to the business who would have access to the building in case of an emergency: Please include apartment #s if applicable and alternate phone numbers.

Address:	Phone:

Form Completed By:	Date:
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