



# Office of the Sheriff - Alexander County

Emergency Communications

29 West Main Avenue

Taylorsville, NC 28681

828-632-2911

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## BUSINESS INFORMATION UPDATE FORM

There are often emergencies at businesses after hours and it is very important to have up-to-date information and person(s) to contact with keys and information about the business. Please use this form to update your after hours contact information with our office.

### **Business Information**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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

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

City/Community: \_\_\_\_\_

Business Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Fax: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### **Alarm Information**

Type of Alarm (Check all that apply):

N/A     Fire     Burglary     Holdup/Armed Robbery     Other: \_\_\_\_\_

Alarm Company: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### **Updating Party Information**

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

Telephone Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Relationship to Business: \_\_\_\_\_

### **Emergency Contact Information**

#### Contact # 1

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

Home Telephone Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cellular: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

#### Contact # 2

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

Home Telephone Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cellular: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

#### Contact # 3

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

Home Telephone Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cellular: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Please complete the above information and FAX (828-632-1008), mail, or deliver this form to Alexander County Sheriffs' Office Emergency Communications Center. Thank You, Sheriff Chris Bowman