



NEW YORK STATE
DEPARTMENT OF STATE

**Visit our website or call us for
information about the Security
or Fire Alarm License**
www.dos.ny.gov
(518) 474-4429

Department of State

One of the oldest and most diverse agencies in state government, the Department of State works to make New York a more welcoming, equitable, and prosperous place to live and work.

What We Do:

- Provide training and financial assistance to local governments to revitalize New York's communities and waterfronts
- Ensure the health and safety of New Yorkers by providing building construction, fire prevention, and energy conservation services
- Foster business growth and oversee the licensure, registration, and regulation of 31 professional disciplines
- Incorporate businesses and authenticate public documents for use in other countries
- Inform and empower consumers on topics including ID theft, scams, and telemarketing
- Oversee establishment and maintenance of not-for-profit cemeteries and crematories
- Keeper of the Great Seal and vital records, including state agency rules and regulations



NEW YORK STATE
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Security or Fire Alarm Installer

Business of installing, servicing or maintaining security or fire alarm systems
(General Business Law, Article 6D)



Division of Licensing Services

Main Office

One Commerce Plaza, 99 Washington Avenue
P.O. Box 22001
Albany, NY 12201-2001
Phone: (518) 474-4429
Fax: (518) 473-6648
Email: licensing@dos.state.ny.us
Website: www.dos.ny.gov

Regional Offices

| | |
|-------------------------|----------------|
| Binghamton | (607) 721-8757 |
| Buffalo | (716) 847-7110 |
| Hauppauge | (631) 952-6579 |
| New York | (212) 417-5747 |
| Syracuse | (315) 428-4258 |
| Utica | (315) 793-2533 |

CONSUMER ADVISORY: System Lock Out Codes

Lock out code technology protects the alarm system and the consumer from fraudulent or unauthorized access to the system.

Consumers who own alarm systems that are free of financial obligation should have control of the system's equipment upon completion of the contract.

An alarm system agreement should provide that lock out codes (also referred to as source codes) are to be given to the consumer for their own access to the security system's program levels.

Be sure to consult with an alarm professional for additional guidance and information.

Article 6D General Business Law

The law administered by the New York Department of State's, Division of Licensing Services is Article 6D of the General Business Law, Business of Installing, Servicing or Maintaining Security or Fire Alarm Systems. Individuals who wish to obtain a license must complete an education program approved by the Department of State and pass a written exam. Once these qualifications are met, a criminal fingerprint check is done through the New York State Division of Criminal Justice Services.

License and Identification Requirement

All licensed companies are required by the Department of State to prominently display their license number in their place of business. In addition, all installers, technicians and alarm maintenance personnel must carry an identification card at all times.

You have the right to ask to see a company's license and we encourage you to do so.

You also can verify a license by contacting the Department of State's, Division of Licensing Services.

How to Verify a License in New York State

To verify the license of an individual or company through the Department of State's Division of Licensing Services, you can call (518) 474-4429 or conduct a search on our website: www.dos.ny.gov.

How to Handle Violations of the Law

Installing, servicing or maintaining a security or fire alarm system without a New York State license is a violation of the law. A conviction is punishable by fine and possible imprisonment. To file a complaint, contact the Attorney General, your local district attorney or police department. Complaints against licensed alarm installers should be filed with the Department of State's, Division of Licensing Services. You can obtain a complaint form on our website or by calling the number above.

Avoid False Alarms

To ensure proper use of your system and avoid false alarms, be sure you can operate your alarm properly before the installer leaves your home.



CONSUMER ALERT!

Pursuant to New York State Law ALL security and fire alarm installation, service and maintenance companies must be licensed.

Provisions of this law require education, fingerprinting and background checks to protect consumers from fraud and criminal deception.