

FOR A SAFER STATE

FIRE ALARM MONITORING SERVICES C4 Form Application to DFES to Disconnect a DBA & Cancel Fire Alarm Monitoring

This form advises DFES that the applicant (as listed on this form) wishes to disconnect the Direct Brigade Alarm (DBA) of the listed premises and thereby cancel all Fire Alarm Monitoring Services.

DFES recommends customers obtain advice / permission from their local government / council and building insurers prior to applying for a DBA Disconnection.

Please Note:

Annual Monitoring Fees will continue to be charged until the date DFES approve the disconnection request and the site is placed Offline. Any annual fees already paid will be refunded pro-rata based upon the date the site is placed Offline.

Please ensure all sections of this form are completed correctly, signed, and dated to avoid processing delays.

Date Form Completed					
1. Details of Premises to be Disconnected					
DBA Number					
Name of Building					
Street/Lot Number					
Street Name					
Suburb	Post Code				
2. Applicant Details					
Applicant Name					
Applicant Organisation					
Applicant Phone	Mobile				
Applicant Email					
Applicant Position / Relationship to the site	Building Owner	Building Tenant			
	Property Manager	□ Strata Representative			
	□ Other – Details:	•			
Note: If the applicant is not the building owner, it is the responsibility of the applicant to					
	building owner of this request to DI	2			
DBA and Fire Alarm Mon					
3. Site Contact (To Sch	edule the retrieval of the ASE if Disc	connection approved by DFES)			
Site Contact Name					
Site Contact Phone	Mobile				
Site Contact Email					
Induction Required & Details	□ No □ Yes – Details:				
	\Box NO \Box Fes – Details.				
Fire Indicator Panel	Make / Model				
Type & Location	Location				
4. Refund Information					
Refund Bank Details		ount #			
	Account Name				
Bank Details must be the same as the current Billing Information.					

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DFES

Department of Fire & Emergency Services

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5. Disconnection Request Details					
Reason for Disconnection	Monitoring Not Required **		□ Building Use Change **		
	□ Building Vacated **		Redevelopment / Construction Site		
	🗆 Other ** – Deta	etails:			
	Building to be [Demolished -	- Date:		
** Where these options are selected a letter from the Local Government / Occupancy Permit					
Authority is required to confirm DBA Monitoring is no longer required or a requirement of					
occupancy. Without this letter the form will be rejected.					
6. Applicant's Declaration to Disconnect DBA (Please Print Clearly and use block letters)					
□ I hereby request Disconnection of the DBA as listed on this form.					
Signature of Authorised Applicant (or Approved Representative)					
Name of Authorised Applicant					
Position of Authorised Applicant					
Company / Business Name					
Applicants Phone					
Applicants Email					
Date Signed					