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Alarm Lic. # 34BX00004700

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## Customer Basic Alarm Testing Procedure

Periodic testing of your alarm system is essential to ensure proper function. Test your system each month and after any telephone work or electrical disturbances. Please call our office if you'd like to schedule a "**complete system inspection**" or to test other devices, i.e. glass, smoke, heat, co, water, temperature, battery, cell radio, etc.

### HOW TO TEST YOUR SYSTEM

There are **two types of tests** to perform below: testing signals within the premises and testing the signal from the premises to the central station. If you have it handy, refer to your owners' manual and instructions to test according to your specific devices and system type. If not, the following test procedures should apply to most alarm systems.

#### Testing the alarm signal to the Central Station.

1. National Security customers call USA Central Station @ 800-422-2300. Or for **Toll Brothers** customers call Criticom Central Station @ 866-246-1320. Be ready to give your monitoring account information and password to the operator and ask that your system be placed on "TEST." You may notify your local PD if you wish.
2. **Arm** the entire system to the away mode.
3. **Trip** the burglar alarm by opening a door or window, or by passing through motion protected areas. Allow the alarm "SIREN" to sound for two minutes to allow any delay timers to expire (if any).
4. **Trip** the fire alarm by holding in smoke detector test button with paper clip for 30 seconds or until LED lights up solid and siren sounds (electrical smokes won't need paper clip and aren't connected to Alarm System or C.S.).
5. **Disarm** the system to silence it, and reset it back to "READY" mode by disarming it a second time.
6. Call the Central Station to verify that the signals were received and remember to take the system off "TEST."
7. If anything seems abnormal, call the office. Do not assume everything is okay without proper advice.

#### Testing the operation of all door and window contacts (follow above steps for all smokes and motions).

1. Verify that the system is in "READY" mode. Do not arm the system!
2. Open each protected door and window, one at a time. A second person will be helpful.
3. Check that the keypad displays only the door or window group you are testing as "NOT READY."
4. Close the respective door or window. The keypad should display back to "READY."
5. Repeat this procedure for each sensor in the system. If anything seems abnormal, call the office for advise.

**NOTE: The NFPA requires your system to be tested every 1-3 years by a licensed contractor.**