

# Open/Close Addendum

\_\_\_\_\_  
 Dealer Name

\_\_\_\_\_  
 Dealer # Changes Below Authorized By (signature)

\_\_\_\_\_  
 Subscriber Name

\_\_\_\_\_  
 Account Number

\_\_\_\_\_  
 Subscriber Address City State Zip

Open and Close Account Type:  
 (Check One)

- SUPERVISED**  
 (Complete Sections A and B)
- LOG ONLY**  
 (Complete Section B)

**REPORTS** (Choose one):  Monthly  Bi-Monthly  Weekly  
 Reports are mailed to dealer unless otherwise specified:

Subscriber \_\_\_\_\_  
 Company (if applicable) \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

## SECTION A – Supervised Opening and Closing Information

When specifying opening and closing signal times, please include a tolerance window (see example). Signals received within the tolerance window are logged. Failure to receive a signal within the tolerance window results in a call to the subscriber to report failure to open or close. Failure to reach the subscriber results in a call to a party to report failure to open or close. If a signal is received outside of the window, the specified callback option is followed. Code numbers used for opening/closing conditions cannot be used for any other condition.

**NOTE:** To avoid unnecessary calls, make tolerance windows as wide as is practical. Tolerance time does not affect the monitoring of any other type of signal.

	Opening Time From	Opening Time To	Closing Time From	Closing Time To
Example	08:45	09:15	16:45	17:15
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

**Example:**  
 Business hours: 9 a.m. to 5 p.m.  
 with 15 minutes tolerance time.

## SECTION B – Reporting Condition Information

Open or Close	Conds	User Name	Auth. Code	Callback Option

Open or Close	Conds	User Name	Auth. Code	Callback Option