



APPLICATION CHECKLIST

FIRE ALARM SYSTEM

Install NEW Fire Alarm System, Removal of EXISTING Fire Alarm System

SUBMITTAL REQUIREMENTS – completed online portal application with uploaded files below

No work shall be done prior to approval and issuance of permit.

1. PLANS – combine the following 24 x 36 format items into one file labelled “Fire Alarm”

Application

- o Complete Fire Alarm Application

Fire Alarm Plan

- o Full set of plans

Fire Alarm Documents

- o Calculations
- o Specifications
- o Installers Certification
- o Designers Certification (Minimum Nicet III)

Notes:

Applicant:	Property Address:	Permit #
Contractor:	Contractor ROC:	Date Submitted:

Revision Date: 12/1/2023