



**SAN BERNARDINO COUNTY FIRE DEPARTMENT
FONTANA FIRE PROTECTION DISTRICT
FIRE PREVENTION**



SUBMITTAL CHECKLIST

KNOX® BOXES

GENERAL REQUIREMENTS	CONTR	FIRE
1) A minimum of two copies of a site plan, legible and to scale		
2) Order form completely filled out		
3) Payment, including tax and shipping. Check or credit card number must be provided.		
DRAWING MUST SHOW THE FOLLOWING:	CONTR	FIRE
1) Name of owner / occupant or developer		
2) Project name and street address(s)		
3) Name, address, phone number of contractor		
4) Locations of all buildings, property lines, and access roads at a minimum		
5) Locations of all Knox® equipment, such as boxes, key switches and locks		
6) Elevations as necessary for buildings and electric gates, showing mounting heights		

NOTES:

1. Fire Department will sign and authorize the application. Only ORIGINAL applications will be accepted, photo copies will NOT be accepted.
2. Only the HIGHLIGHTED items on the order form are approved for purchasing. Any other items must be specifically approved by the Fire Department prior to ordering.
3. Upon completion of all of the above items, the Fire Department will fax or mail the payment and the order form to the Knox® Company. Please allow 7-10 days for delivery under normal conditions.
4. After receiving and installing the products, a Fire Department inspection is required. Please contact Fire Prevention at (909) 428-8890 for inspection appointments.