



Pell City Fire Marshal

3040 Cogswell Avenue, Pell City, AL 35125
(205) 338-6006



S. Clevenger
Assistant Chief

T. Kurzejeski
Fire Chief

C. Walker
Fire Marshal

Fire Safety Inspection Form

The following is a list of general items that will be verified to ensure that your building is in compliance with the relevant life safety codes. The items presented are the most common problems encountered in commercial environments, although additional regulations may apply to specific business types. Please take this opportunity to perform a self-assessment of your business, and to take corrective action where necessary.

If you have any questions please contact Caleb Walker, City Fire Marshal, at 205-338-6006 or cwalker@cityofpellcity.net.

Inspection Date: _____ **Facility's Physical Address:** _____

Primary Emergency Contact: _____ **Alternate Contact:** _____

Telephone #: _____ **Telephone #:** _____

Fire Exits:

- _____ All required exit doors kept unlocked while building occupied.
- _____ Exit doors open easily and are not blocked by storage or trash.
- _____ Emergency lights and exit lights function properly and are not blocked from view by stock or other signs.

Fire Extinguishers:

- _____ Fire Extinguisher(s) serviced within the past year. (*Must have tag on bottle from service company).
- _____ Safety pin in extinguisher handle.
- _____ Needle on pressure gauge in "good" or "ok" range or pointing straight up.
- _____ Fire extinguisher(s) mounted on wall or shelf and no higher than 5 feet, and no lower than 3 feet from floor.
- _____ Fire extinguisher(s) is visible and accessible to anyone unfamiliar with the building.

Electrical Safety:

- _____ Extension cords used are used only for temporary needs.
- _____ Permanent outlets or surge protectors are present.
- _____ Covers on all electrical junction boxes and outlets.
- _____ Nothing stored within 3 feet of all electrical panels.



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Housekeeping:

- _____ Address numbers a minimum of 6 inches in height and easily visible from the road.
- _____ No storage in or under stairwells.
- _____ A clear zone of 15 feet is in place around fire hydrants.

Buildings Equipped with Automatic Fire Alarms: (Monitored by an offsite alarm company)

- _____ Fire alarm is tested yearly, and records are kept on site for review.
- _____ Employees are familiar with the location of all alarm panels.
- _____ Nothing is stored within three feet of the alarm panel.

Buildings Equipped with Automatic Fire Sprinkler Systems:

- _____ Sprinkler system is tested yearly, and records are kept on site for review.
- _____ At least 3 feet of clearance on all sides of the sprinkler control valves.
- _____ All fire department connections clearly labeled no obstruction of the connection points.

If your building is equipped with a sprinkler system, fire alarm, or combination of the two, we ask that you install a **Knox Box** on the premises. This box is designed to securely hold any necessary keys, cards, etc. to allow access to your business without causing unnecessary damage to the doors or windows in the case of an emergency. The Fire Department retains contact for use when these emergency systems are activated. For more information on the Knox Box system please visit their website at www.knoxbox.com or contact the Fire Marshal's office.