

Marion County Fire Rescue
Annual Fire Safety Inspection Permit Application

Property owner name/Tenant Name (if applicable) _____

Phone # _____ Permit # _____

Address _____ Date _____

City _____ ZIP _____

Parcel Account Number _____

New facility _____ Existing facility _____ Type of facility _____

The following are some items the inspector will be looking for depending on your occupancy:
This list is not all inclusive; some items may or may not pertain to your facility.

- Is there a current certified fire extinguisher(s) mounted and accessible?
- Are the smoke detectors installed in all sleeping areas and functional?
- Are all gas and oil heaters installed and vented?
- Is there a written evacuation plan for the removal of all clients from the building?
- Have all clients been instructed in emergency procedures and fire drills?
- Are fire drills held monthly and documented?
- Are combustibile and flammable materials properly stored?
- Does each floor and each room have at least two means of egress?
- Are your fire sprinkler, fire alarm and hood suppression system current on testing and functional?
- Is the electrical wiring in good working condition with no obvious hazards?
- Are extension cords being used only in permitted applications?
- Are flashlights or emergency lighting being provided and properly maintained?
- Are all volatile materials stored away from water heaters and isolated from the clients living area?
- Are all egresses properly maintained, marked and clear of obstructions?
- Do all egresses have proper locking devices?
- Is your address visible from the road?

Directions to property

Applicant Signature _____

Email address _____ Fax _____

If business is in a residential building are you the owner? Yes _____ *No _____

****If no you must include your lease agreement or a notarized letter from owner acknowledging this business is being conducted on their property.***