**Alamo Heights Fire Department Code Compliance**
6116 Broadway, San Antonio Texas 78209
(210)824-1281

Business Name: _____ Business Address: _____

Business Phone: _____ Emergency Contact / Number: _____

**EXTERIOR**

| P | V | N/A | |
|---|---|---|---|
| ☐ | ☐ | ☐ | Accumulation of waste material |
| ☐ | ☐ | ☐ | Hydrant/FDC unobstructed, caps in place |
| ☐ | ☐ | ☐ | Existing fire lane conditions |
| ☐ | ☐ | ☐ | Address on front of building |

**GENERAL**

| P | V | N/A | |
|---|---|---|---|
| ☐ | ☐ | ☐ | Storage clearance unsprinklered - 24" to ceiling |
| ☐ | ☐ | ☐ | Storage clearance sprinklered - 18" to ceiling |
| ☐ | ☐ | ☐ | Mechanical / electrical / boiler room free of combustible storage |
| ☐ | ☐ | ☐ | Clear and unobstructed access to electrical panel |
| ☐ | ☐ | ☐ | Extension cords / multi-plug adapters |
| ☐ | ☐ | ☐ | Electrical receptacles must have cover plates |
| ☐ | ☐ | ☐ | Slots in electrical panel must be filled and labeled |
| ☐ | ☐ | ☐ | Fire rated assembly- intact walls, ceiling |
| ☐ | ☐ | ☐ | Hazardous materials permitted and stored improper location/container |
| ☐ | ☐ | ☐ | General housekeeping |

**FIRE PROTECTION SYSTEM**

| P | V | N/A | |
|---|---|---|---|
| ☐ | ☐ | ☐ | Annual fire extinguisher service:<br>Date serviced: _____<br>Mfg. Date: _____ |
| ☐ | ☐ | ☐ | 2A/10 BC Fire extinguisher for each 1500 sf |
| ☐ | ☐ | ☐ | Sprinkler system on/charged, valves secured open:<br>Date serviced _____ |
| ☐ | ☐ | ☐ | Spare sprinkler heads and wrench |
| ☐ | ☐ | ☐ | Hood System tested and cleaned as necessary:<br>Date serviced: _____ |
| ☐ | ☐ | ☐ | Manual actuation points unobstructed / AV devices OK |
| ☐ | ☐ | ☐ | Annual fire alarm system serviced:<br>Date serviced: _____ |
| ☐ | ☐ | ☐ | Knox box keys allows access to building |
| ☐ | ☐ | ☐ | Fire doors -operational, remains open, unblocked |
| ☐ | ☐ | ☐ | Certificate of Occupancy |

**EXITS**

| P | V | N/A | |
|---|---|---|---|
| ☐ | ☐ | ☐ | Accessible means of egress |
| ☐ | ☐ | ☐ | Exit lights operational / Emergency lights operational |
| ☐ | ☐ | ☐ | Other infractions - Noted in narrative |

Description of violations or additional orders: ☐ **See Attachment**

**Narrative**

_____

_____

_____

_____

_____

_____

_____

_____

Violations must be corrected immediately. Failure to comply with this notice may render you liable to the penalties of the City's Fire Prevention Code Ordinance.

Inspector: _____ Badge #: _____

Occupant Signature / Title: _____

Order Date: _____ Re-inspection Date: _____

Circle appropriate: Initial Inspection 1st Re-inspection 2nd Re-inspection 3rd Re-inspection
**A $30.00 fee will apply**