



Kaysville City Fire Department

Commercial Fire & Life Safety Self-Inspection

Yes N/A

- Ensure your address numbers (including suite) are at least 4" high with contrasting background and are visible and readable from the street
- Ensure Business License is posted on the premises in a place where it may be seen at all times
- Ensure that your emergency lighting (if provided) and illuminated exit signs are working by depressing the test button located on the front or side.
- Ensure your gas/electrical shut off has a 30" clear access. Ensure electrical panels and breakers are labeled as to use.
- Ensure all electrical outlets, junction boxes, power switches, etc. are properly installed and have snug fitting faceplates.
- Ensure **no** extension cords are used for permanent wiring (continuous use). Extension cords may be used for power tools on a temporary use only.
- Ensure that only one fused power strip is used and plugged directly into an electrical outlet (no extension cords). Power strips cannot be used in series (plugged into each other).
- Ensure all compressed gas cylinders (helium, oxygen, etc.) are secured to the wall.
- Ensure your fire extinguisher(s) (UL rating 2A10BC minimum) is mounted no higher than 48 " and not blocked by storage, decorations, doors, etc. Ensure annual inspection of fire extinguisher(s) have been done by a state licensed company.
- Ensure your main exits and emergency exits are not locked during normal business hours and are unblocked at all times (No bars across doors). Double doors must both be unlocked.
- If you do welding/cutting/hot work, have flammable or hazardous materials at your site, please contact the Fire Department for issuance of a permit.
- If you have an automatic fire sprinkler system or an automatic alarm system in your business contact the Fire Department for an onsite inspection.
- Ensure any private fire hydrants on your property (any behind the sidewalk) have been inspected and maintained within the past year. (Provide documentation)
- Ensure that there is no combustible storage in the furnace/water heater room if the furnace/water heater is natural gas/propane fired.

I, the business owner/owner representative certify that to the best of my knowledge each of the above items are complete as indicated.

Business Name

Signature/Date

Once you have completed your Fire and Life Safety Self-Inspection, Please sign and keep this as your record and send a copy to us for our files. You may mail it to Kaysville City Fire Department, 175 S. Main, Kaysville, Utah 84037. Attn: Self-Inspections. Or you may FAX it to 801-593-6878