TEMPE FIRE DEPARTMENT
FIRE PREVENTION OFFICE
APPLICATION FOR
LOW RISK BUSINESS OCCUPANCY
FIRE SAFETY OPERATIONAL PERMIT

TEMPE CITY CODE APPENDIX A SECTION 14-16

TEMPE FIRE DEPARTMENT
FIRE PREVENTION OFFICE
P.O. BOX 5002
TEMPE, ARIZONA 85280
480-858-7230 FAX: 480-858-7243
www/tempe.gov/fire/fireprevention/fsapp

Please review the following self-inspection statements. Complete this form by indicating a pass or fail response to each statement. A failed response indicates the presence of a fire code violation. Once all failed items have been repaired, please sign, date and return this form.

Rev 060311 dg

BUSINESS INFORMATION	
Business Name	
Business Street Address	Suite/Bldg #
Mailing Address (if different than Street Address)	
E-mail Address	
Owner/Primary Contact Name	Business Phone
After Hours Emergency Contact Name	Emergency Phone

PREMISES (please check one: pass, fail, or n/a)	**Pass**	**Fail**	**N/A**	**Repair Date**
The suite and building address are posted and visible from street or fire lane access.				
Walls and ceilings are intact without holes and all ceiling tiles are in place.				
STORAGE (please check one: pass, fail, or n/a)	**Pass**	**Fail**	**N/A**	**Repair Date**
Clearance between storage and the ceiling is at least 18" if the building is sprinklered or 24" if not sprinklered.				
If present, any compressed gas cylinders, such as CO2 or helium, are secured to prevent falling.				
FIRE EXTINGUISHERS (please check one: pass, fail, or n/a)	**Pass**	**Fail**	**N/A**	**Repair Date**
A portable fire extinguisher is provided and has a minimum rating of 2A-10BC, the extinguisher is mounted, visible and accessible.				
All fire extinguishers have a service tag indicating inspection service was completed within the past 12 months by a qualified contractor (with exception of extinguishers purchased within last 12 months).				
ELECTRICAL (please check one: pass, fail, or n/a)	**Pass**	**Fail**	**N/A**	**Repair Date**
Access area in front of electrical panel is maintained clear of obstructions at least 30" wide and 36" deep.				
Cover plates are in place at all receptacles and switches.				
If multiple electrical items need to be plugged in, a power tap (surge protector) is utilized with a built-in circuit breaker and the power tap is plugged directly into a receptacle.				
Extension cords are not used as a substitute for permanent wiring.				
SYSTEMS (please check one: yes or no)	**Yes**	**No**		
Is your building equipped with a fire alarm system?				
Is your building equipped with a fire sprinkler system?				
Is your building equipped with smoke detectors?				
EXITS (please check one: pass, fail or n/a)	**Pass**	**Fail**	**N/A**	**Repair Date**
Exit aisles and corridors, exits and exit enclosures are kept clear of obstructions at all times.				
If emergency lighting is provided, emergency lighting fixtures are operational.				
If exit signs are required, exit signs are illuminated at all times; when the test button is pushed, the sign Illuminates under battery power.				

Name of Responsible Person Performing This Inspection — Date

When we receive your completed form, your **Fire Safety Operational Permit** will be mailed to you. Please call Tempe Fire Prevention at 480-858-7230 if you have any questions. NOTE: You may print this form, complete it manually and mail to the address above. Or, you may complete the form online and click the "Submit" button (bottom right corner) to send electronically. There is no fee if completed and submitted electronically. **PLEASE MAKE A COPY FOR YOUR FILES BEFORE PRINTING .**

Thank you for helping to prevent fires and reduce the number of deaths, injuries and property loss caused by fire-related incidents.

Print Completed Form: Print Form ***Submit Form Electronically:*** Submit Form

THIS SECTION FOR OFFICIAL FIRE DEPARTMENT USE ONLY

Account No.: Map Page: Date Received: Date Permit Issued: