



City of Sanford

Fire Department

Office of the Fire Marshal

Office: 919 Main St. Sanford Maine 04073

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firemarshal@sanfordmaine.org

207-324-5293



APPLICATION FOR FIRE ALARM PERMIT

Application is hereby made for the installation of a Fire Alarm System and/or UL monitoring equipment or alteration of an automatic fire detection system. The Sanford Fire Department Office of the Fire Marshal requires certain information prior to the installation. Plans and installation shall conform to NFPA 1, NFPA 70, NFPA 72 (editions as adopted by ME Fire Code) standards and local ordinances.

This application shall be filled out completely and returned to the Sanford Marshal's Office.

Submit one (1) set of COMPLETE plans. "Complete" means that the plans and applications shall be accompanied by a letter from the designer that plans meet all requirements of state code and local ordinances. The plans submitted shall include all information regarding the system or system alteration including specification sheets for devices, wiring diagrams/riser diagrams, battery calculations, floor plans (including location of devices), annunciator layout and compatibility of devices. One set of plans must be submitted electronically, and one set may be retained at the job site.

Approved plans must be on file with the Sanford Fire Department Office of the Fire Marshal and a permit issued BEFORE installation work begins. Failure to obtain a permit before installation begins may lead to fines.

The Office of the Fire Marshal shall be notified and review any deviations from the approved plan before final testing.

All inspections require a minimum of 48 hours advance notice by the Installer. A Fire Official shall witness any operational and final tests as required. The Official shall not perform the test. The installer shall provide adequate manpower and equipment for such test.

The Sanford Fire Department has specific rules for installation of fire alarms. These can be obtained by visiting the Town of Sanford's website or requesting them from the Fire Marshal's Office. Included in these rules is the need for the company and installers to hold a current registration card with the Sanford Fire Marshal's Office.

Date of Application: _____ FD Registration # (Supervising Installer) _____

Property Name and Address: _____

Alarm Company Name: _____

Alarm Company Phone #: _____ Email _____

Installer Name (Individual in charge of job): _____

Fee Schedule \$8 per \$1000 of job cost:
\$25 Minimum

JOB COST:\$

TOTAL FEE:\$