



# Clovis Fire Department

## Standard # 1.6

### LOCK BOX INSTALLATION

The Clovis Fire Department has established conditions for the required installation of lock boxes. The system provides the Fire Department with quick, easy access to buildings during emergencies without excessive damage to the doors or windows in the building. The Fire Department controls the authorization and operation utilizing approved signature(s) for release of keys and all lock products from the factory.

Lock boxes are required to be installed in the following occupancies or conditions: assisted living facilities, hospitals, hotels, apartments three or more stories in height with center loading corridors, group H occupancies, buildings with elevators, and buildings with fire pumps.

The lock box shall be a Knox Box model 3200. The Clovis Fire Department shall be in complete control of the lock box authorization and operation. Applications to purchase a lock box are available at the Clovis Fire Department.

**The Lock Box shall be located adjacent to the main entrance at a height of six feet (6') from grade.** After the lock box has been installed, contact the Clovis Fire Department for an appointment to place the necessary key or keys for entry into the building in the lock box.

If you have any questions regarding the lock box or the installation, please contact the Clovis Fire Department at (559) 324-2200.