



Palmetto Fire Services, LLC  
Fire Alarm System  
Inspection Check List



Thank you for selecting Palmetto Fire Services to perform the required inspections of your Fire Alarm Systems. This information offered to help make the process run as smoothly as possible.

**For apartments and condominiums, the following points apply:**

**We will need access to each living unit during the scheduled inspection. We will be inspecting each unit in an orderly sequence, so it may not be possible to provide an exact time of day when we will be in a particular unit. It works best just to put out notices indicating the days we will be inspecting.**

A representative of management will need to accompany us any time we enter a private unit. An important step is to verify that all keys necessary are available prior to our arrival.

We will be sounding the fire alarm horns at multiple times. Advise tenants/owners not to tamper with them (as annoying as they may sound!)

**For all properties, please be aware:**

We will make every attempt to start and finish each building or system before beginning another.

Fire systems will need to be taken “off-line” with your monitoring service, so a representative should be prepared in advance with any necessary phone numbers and passwords.

During a fire alarm test, in addition to sounding the audible devices, we may be temporarily recalling the elevators or shutting down the A/C units if they are connected to the fire alarm



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