



SOUTH WINDSOR FIRE MARSHAL'S OFFICE **KEY BOX INFO SHEET**



To reduce delays and limit property damage during emergencies that occur after hours, the South Windsor Fire Marshal's Office requires the installation of special access key boxes on buildings with a fire alarm system, fire sprinkler system or other situation that might require fire department access during non-business hours.

Connecticut Fire Prevention Code, Chapter 18, Section 18.2.2.1 – Access Boxes. The Authority Having Jurisdiction shall have the authority to require access boxes to be installed in an accessible location where access to or within a structure or area is difficult because of security. The access box(es) shall be of an approved type listed in accordance with UL 1037.



The South Windsor Volunteer Fire Department utilizes the **Knox Box® Rapid Entry System**. Access to Knox Boxes is encrypted and **ONLY** the South Windsor Volunteer Fire Department has access to Knox Boxes within the Town of South Windsor. South Windsor building owners can order a Knox Box for their facility by visiting www.knoxbox.com and selecting a box. The “3200 Series” box is typically sufficient and starts at \$314. At checkout, search for “South Windsor” and select “South Windsor Vol FD.”

Upon receipt of your Knox Box, please contact our office to determine a mounting location and to arrange for the box to be locked. Items typically placed in a Knox Box include building master keys, fire alarm control panel keys, utility room keys, and emergency contact phone numbers.



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