



William Reilich
Supervisor

TOWN OF GREECE

Department of Technical Services

1 VINCE TOFANY BOULEVARD ~ Greece, NEW YORK 14612

Fire Marshal's Office

(585) 723-2439

Fax: (585) 723-2442

Fire Alarm Submittal Checklist

- The applicant submitting for permit must be the contractor performing the work.
- Copy of New York State Fire Alarm Installers License.
- Submit 2 complete sets of plans; include manufacturers, model numbers, and material cut sheets for all equipment.
- The cover sheet of the plan shall include: name of owner and occupant, location including street address, contact information- telephone, fax, and email address.
- Working plans shall be drawn to indicate scale on sheets of uniform size and show point of compass.
- Floor plan showing use of all areas with locations of alarm-initiating and notification appliances.
- Alarm control and trouble signaling equipment.
- Remote Annunciation equipment.
- Power connection.
- Battery Calculations.
- Voltage Drop Calculations.
- Conductor type and size.
- Show location of the FACP and Sprinkler Riser Room where applicable.
- Exterior elevation shall indicate the location of exterior bell/strobe units and /or annunciators.
- Include all riser diagrams.
- All fire sprinkler switches, tamper devices, and alarm or supervisory devices shall be shown.
- Location of each and every system component shall be identified using an appropriate symbol as described with a key on each sheet of the plans that show such components.
- Indicate the monitoring station servicing the account.
- Provide zone maps at all remote annunciators and/or fire alarm control panels.
- Indicate audibility level (dba) to be used for the acceptance test.

FEE \$125.00 (Check by Mail or Cash/Credit payable to Town of Greece Clerk)