



## Office of the Fire Marshal

### KEY BOX INFORMATION

#### References: 2006 IFC Section 506

A key box allows the fire department to gain immediate access to a facility when a life-saving or fire fighting emergency exists. The International Fire Code has a specific requirement for key boxes.

#### Fire Code Information

Section 506.1. “Where access to within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type and shall contain keys to gain necessary access as as required by the fire code official”

Section 506.1.1. “Key box shall be installed on gates and similar barriers when required by the fire code official.”

#### Purchasing a Key Box

Consult the local yellow pages for local locksmiths and fire protection companies that sell and install key boxes. Key boxes may be purchased directly from the company. A Public Safety Key Box Indemnification Agreement from the Fire Marshal’s Office is required if the lock box is purchased directly from the company. The agreement is available from the district website at [www.nwfrs.net](http://www.nwfrs.net) or by calling the Fire Marshal’s Office at (360) 318-9933.

#### Installation and Keys

Key boxes shall be mounted no greater than six feet (6’) above ground level on the exterior wall to the left of the front entrance when you are facing the entrance. Key boxes are to be installed on buildings equipped with a fire alarm system or sprinkler system. If your business is open 24-hours a day, 365 days a year, or the building has a security guard stationed on premises, a key box is not required.

After the key box is installed, please call the Fire Marshal’s Office at (360) 318-9933 to schedule an appointment for fire personnel to come to your location to lock keys into the key box.

The fire department’s key will accommodate Knox Box. All fire engines are equipped with a key to allow our access into the key boxes.

If you have questions or would like additional information, please call our office at (360)318-9933.