



NANTUCKET FIRE/RESCUE



Fire Prevention

131 PLEASANT STREET
NANTUCKET, MA 02554
(508) 228-2324

ANNUAL FIRE SAFETY INSPECTION

Date	Fee Enclosed \$50.00
Occupancy Name	<input type="checkbox"/> Liquor Establishment <input type="checkbox"/> Hotel <input type="checkbox"/> Dorm <input type="checkbox"/> Assembly <input type="checkbox"/> Educational <input type="checkbox"/> Healthcare
Occupancy Address	
Owner	
Owner Address	
Mailings To	
Contact Name	
Phone Number	Home Mobile Business
2nd Contact Name	
Phone Number	Home Mobile Business
3rd Contact Name	
Phone Number	Home Mobile Business
Fire Alarm Company	phone
Person completing this form	

*The following documents must be submitted if applicable. Failure to provide current reports will cause inspection not to be scheduled;

1. Fire Alarm inspection (completed within last 12 months)
2. Fire Sprinkler system inspection reports
3. Cooking equipment Hood suppression system report (last 2 reports)
4. Cooking equipment exhaust hood inspection/cleaning report (last 2 reports)
5. Fire extinguisher inspection report
6. Crowd Manager employee list
7. Copy of Elevator Inspection certificate
8. Emergency Action Plan and records of drills performed in past year.
9. Reports on any technical options already approved

Inspections will be done during normal business hours.

Key boxes may be required. Keys will be tested during inspection. If you do not have a key box, contact the Fire Department for information.

1. COI INSPECTIONS: The Inspection process for COI's (Certificate of Inspection) has changed. Over the winter PLUS welcomed Paul Murphy as the new Building Commissioner. Paul worked with Chief Steve (no relation) Murphy to develop a more streamlined inspection process. This applies to all establishments regardless of when your current COI expires. The goal is to bring everyone into the same schedule rather than randomly throughout the year. Please review the steps below and let us know any questions. **You must follow the submission steps below to be issued your COI and 2019 Licenses:**

- **FORMS/FEES:** The first change is the separation of Fire and Building Department forms/fees. You will need to submit forms and fees to each department as follows:
 - **FIRE:** Please fill out attached **Annual Fire Safety Inspection Form** (fill in online and print).
 - **FIRE:** Submit required Inspection Reports as listed on attached form.
 - **FIRE:** Fee of **\$50.00** made payable to Town of Nantucket.
 - **FIRE:** All of the above must be submitted by March 29, 2019 -or- BEFORE your anticipated opening day to the Nantucket Fire Department, 131 Pleasant Street.
 - **FIRE:** Contacts: Sean Mitchell smitchell@fire.nantucket-ma.gov –or- Kai Hodge khodge@fire.nantucket-ma.gov.