



The Town of Sunset Beach

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SUNSET BEACH FIRE DEPARTMENT PRE-INSPECTION CHECKLIST

Please inspect your premises for the fire and life-safety items listed below. If the item is in compliance with requirements, place a check on the line. If an item is not in compliance, please correct the violation as soon as possible. Our goal, as well as yours, is to maintain a fire and life safe as well as pleasant environment for you and your patrons. Thank you for your prompt attention to these matters.

A. EXITS

- _____ Door/Aisle is not obstructed.
- _____ Illuminated exit signs maintained in working order.
- _____ Proper lock/hardware on exit door.
- _____ Clear access around building maintained.
- _____ Evacuation plans known by all employees.
- _____ Exit door opens easily.
- _____ Doors with panic hardware shall have no other (No flush bolts, hasps, etc.).

B. EXTINGUISHERS/FIRE PROTECTION EQUIPMENT

- _____ Fire extinguisher(s) installed as required.
- _____ Hood extinguishing system inspected and serviced on a 6-month basis.
- _____ Fire extinguisher has been serviced within the past year and a new service tag has been attached.
- _____ Access to fire extinguisher is unobstructed.
- _____ Fire extinguisher is mounted between 3 and 5 feet from the floor.
- _____ Fire alarm system is in proper working order.

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C. ELECTRICAL

- _____ No extension cords in use in place of permanent wiring.
- _____ Electrical panel is not overloaded or obstructed.
- _____ No multi-plug adapters in use, other than approved power strips.
- _____ There are no spliced, frayed, or damaged electrical cords or wiring.
- _____ Spacer(s) provided in electrical panel gap(s).
- _____ Circuit breakers are properly labeled.
- _____ No broken or faulty switches or outlets.
- _____ Electrical cords do not extend through walls and partitions.
- _____ No exposed wiring, wiring not in conduit pipe.
- _____ No protrusion of wiring through ceilings, floors, under doors, or floor coverings.
- _____ No missing or broken electrical cover plate(s).

D. STORAGE/COMBUSTIBLE MATERIAL/HOUSEKEEPING

- _____ No combustible material stored near ignition sources.
- _____ No accumulation of combustible material(s).
- _____ Oily rags stored in non-combustible containers with lids.
- _____ Compressed gas cylinders secured.
- _____ Flammable liquid properly stored in appropriate cabinets or tanks.
- _____ Area around building is free of combustible material(s) such as weeds, trash, boxes, etc.
- _____ "No Smoking" signs installed as required.

E. MISCELLANEOUS

- _____ Street address posted with minimum 3" numbers with contrasting background, clearly visible from the street.

NOTE: This list is a general guideline only for common violations that can be readily determined by the occupant.