



SALEM FIRE DEPARTMENT
BUREAU OF FIRE PREVENTION
152 MAIN STREET
SALEM, NEW HAMPSHIRE 03079
 BUSINESS: (603) 890-2200 FACSIMILE: (603) 893-3789

JEFFREY EMANUELSON, CFI
 FIRE MARSHAL

CERTIFICATE OF FITNESS RENEWAL FORM	#
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\$45.00 FEE / YEAR

FIRE ALARM	SPRINKLER	ANSUL SYSTEM	HYDRANTS
TEST REQUIRED	TEST REQUIRED		

PERSONAL INFORMATION

FIRST NAME:	MI:	LAST NAME:
ADDRESS:		UNIT:
CITY:		STATE:
HOME PHONE:		CELL PHONE:
		DOB:

CURRENT EMPLOYMENT

COMPANY NAME:	ADDRESS:	UNIT:
CITY:	STATE:	ZIP:
WORK PHONE:	EMPLOYMENT DATES: FROM: TO:	
YOUR TITLE:	YOUR RESPONSIBILITIES:	
SUPERVISOR NAME:	SUPERVISOR'S PHONE:	

CERTIFICATION AGREEMENT
PLEASE READ CAREFULLY BEFORE SIGNING.

I certify that all entries on this application for a Certificate of Fitness and attachments are true and complete, and I agree and understand that any falsifications of information herein, material half-truths, material misstatements, or omissions regardless of the time of discovery, may cause forfeiture of my certificates issued to me by the Salem Fire Department. I have read and understand the Statement of Obligations on reverse side. I will fulfill these obligations while working in the Town of Salem, NH.

APPLICANT'S SIGNATURE:	DATE:



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FIRE MARSHAL

ROBERT MARTIN
FIRE INSPECTOR

STATEMENT OF OBLIGATIONS

In order to work on any fixed fire protection system within the Town of Salem, NH, I understand the following obligations:

1. I must hold a valid Certificate of Fitness issued by the Town of Salem.
2. Any work beyond a test / inspection must have a permit. Only a decision by Fire Marshal or Inspector can override this.
3. No work will be done without a permit. A permit Application must be submitted along with 2 sets of plans for the Fire Marshal to review. ***** Any permit that is issued after work or processes have begun will be surcharged an amount equal to the original fee*****
4. I must call the Fire Alarm Office (890-2200) prior to conducting any work (test/inspection/permit work). Please inform Dispatcher of:

Certificate #	Radio Box#
Company Name	Business Name
Cell #	Street Address
Permit#	What work you are doing?
5. Upon calling Fire Alarm Office (FAO):
 - a. FAO will disregard any trouble signals received from the system I am working on.
 - b. If I am purposely sending in a radio box in, I will notify FAO.
 - c. If I send a box in accidentally, I will call the FAO immediately to report it was accidental.
6. While working on a fire alarm system:
 - a. I will maintain a fire watch in the building.
 - b. I will remain at the building at all times.
 - c. If an emergency situation arises, I recognize that I must call 911 immediately.
 - d. I will notify occupants of the building that the fire alarm system is out of service.
 - e. I will notify them of their obligation to dial 911 in event of an emergency.
 - f. I will have the resources and knowledge to completely reset the fire alarm system when I am done, including the radio box.
 - g. If I can't reset the system, I will call a certified contractor to do it for me. Salem Fire Department will not reset a fire alarm system that a tech has tripped.
7. I must call the FAO when I am done working on the system. I must report the status of the system (all reset, zone(s), isolated, etc.
8. I must inform the occupants of the building that the system is back in service.
9. I will not take the fire alarm system out of service for more than 4 hours without permission from the Bureau of Fire Prevention.