



Sanford Fire Department

PO Box 3729
Sanford, NC 27331-3729
www.sanfordnc.net

(P) 919-775-8316
(P) 919-775-8311
(F) 919-708-5492

Knox Box Program

In order to allow rapid entry to properties for firefighters, the Sanford Fire Department uses a designated key box and proprietary key system, utilizing the Knox Rapid Entry System (KRES). The following type properties are required to utilize the KRES system:

- High-rise buildings.
- Gated Communities.
- Commercial businesses that use, store, manufacture or process on site hazardous materials that must be reported under Title III of the Federal Super Fund Amendments.
- Buildings equipped with fire sprinkler systems and/or fire alarm systems monitored by an outside Central Station.
- Buildings with elevators.

Other properties or structures where fire department access would be delayed as determined by the fire or code official.

Knox boxes shall be installed preferably at the main entrance, and at a location and height that allow them to be readily accessible. Circumstances such as the size of the property, nature of any hazards, etc., may warrant the need for additional boxes to be located on the same property.

The number and sets of keys shall be determined based on the following criteria:

- 1 story building: 1 set
- 2-3 stories: 2 sets
- 4-6 stories: 3 sets
- High-rise: 5 sets
- Large Assembly: Up to 5 sets

Note that a "set" of keys could be one master key to all entrance doors and interior rooms. If no master key is available, then each set should include building entrance key(s), keys to special use rooms such as electrical/mechanical rooms, fire alarm control panel room, fire sprinkler riser room, elevator equipment room, rooms that may contain hazardous material storage, etc. If the building has an elevator, each set should also include an elevator key.

Knox Box style descriptions, price lists, and order forms are available by downloading the documents below, or by accessing their web site at <http://www.knoxbox.com>.

Important: If ordering on-line, upon accessing their web site, you will be prompted to select the fire department that serves your area. Make sure you select *Sanford Fire Department*.



Sanford Fire Department

PO Box 3729
Sanford, NC 27331-3729
www.sanfordnc.net

(P) 919-775-8316
(P) 919-775-8311
(F) 919-708-5492

C.M. Gaster
Fire Inspector – “A” Shift

Office: 919-775-8316
Cell: 919-770-1095

KNOX BOX INFORMATION FORM

The City of Sanford Fire Department allows four types of Knox Boxes. The 3200 Series models #3227, #3208, #3275 and the #3266. You can choose any one of the four. To purchase a Knox Box, you must fill out the form completely with payment made to **Knox Company**. You can choose any one of the payment methods listed on the form.

MOUNTING the KNOX BOX

Once you have received the Knox Box from the manufacturer it is your responsibility to mount the box. The best place to mount the box is on the street side of the building or nearest entrance to the building. Mount it so that it is visible and accessible to the Fire Department. Once you have the box mounted and all keys, contact list and any other important information that we may need, for the box call the number listed above so that we may place the door and necessary items in the box. The stickers that come with the box will be placed by the Fire Department representative. If you have any questions, please contact us.