



Dear Businessowner:

Thank you for choosing Sumter! We look forward to working with you and your business to secure a great community partnership. You chose Sumter and now we want to assist in making your business as safe as possible. Part of the application process is your business will have a fire safety inspection. Below is a short list of items that we typically look for during the inspection. Please review this list and address any items that pertain to your location prior to your inspection. Someone will contact you from the Sumter Fire Department to conduct the inspection.

- _____ **Last time fire extinguishers were serviced.** This should be completed every 12 months. (There should be a tag on the extinguisher with service information.) Minimum size **2A10BC**
- _____ **Last time your commercial hood was serviced and tested.** (*cooking operations*) This should be completed every 6 months. (There should be a tag on or near the pull station by the door or hood. Sometimes it is located near the silver extinguisher.)
- _____ **Last time your fire alarm and/or sprinkler system was serviced and tested.**(*if applicable*) This should be completed ever 12 months by a licensed contractor. Please be able to provide any paperwork that verifies system was serviced/inspected/tested.
- _____ **Exit lights need to be operational and illuminated.**
- _____ **Egress lights need to be operational.** (these are the clear “frog lights” on the exit signs. Push the test button on the side or bottom of the exit sign and the lights should illuminate)
- _____ **Exits should free of obstruction and unblocked**
- _____ **Electrical panel box should be free of obstruction and unblocked**

Again, thank you for cooperation. Should you have any questions or concerns, please do not hesitate to contact our office @ (803)436-2600.

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Sumter, SC 29150
(803)436-2600