



## Fire Alarm Pre-Test Verification Example

Address: \_\_\_\_\_ Suite: \_\_\_\_\_ Date: \_\_\_\_\_

Occupancy Name: \_\_\_\_\_

PFD Inspector: \_\_\_\_\_

Fire Alarm Representative: \_\_\_\_\_ Installer? Y N

TDL: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ FAL: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

PFD Dispatch Notified: (Time): \_\_\_\_\_ Comments: \_\_\_\_\_

Required paperwork must be submitted via email in **PDF Format** to: [fire.inspections@prosperfire.com](mailto:fire.inspections@prosperfire.com).

- Fully executed SF-035 Contractor "Fire Alarm Installation Certificate"
- Pre-Test system commissioning report per NFPA 72, Chapters 7 & 14
- Confirmation activity report of signals received @ the supervising station from pre-testing
- Inspection request form
- Inspection request receipt

### **Operation & Maintenance Manual:**

Y	N	N/A	O & M Manual left on the Premises
Y	N	N/A	As-Built Drawings complete with wire runs, wire splice locations, revised power calculations & device alterations/locations
Y	N	N/A	Emergency contact personnel, phone numbers and operational procedures

### **Fire Alarm Panel:**

P	F	N/A	State new system installation & inspection tags
P	F	N/A	Battery month & date
P	F	N/A	Battery operation Start: _____ End: _____
P	F	N/A	Dedicated & labeled 120vac circuit with breaker lockout
P	F	N/A	Offsite communications method
P	F	N/A	Class "A" Initiating Circuits
P	F	N/A	Class "B" Notification Circuits
P	F	N/A	Grounding
P	F	N/A	Manual pull station, red in color & double action
P	F	N/A	Smoke detector above the panel

**NFPA 70 Installation Methods:**

P	F	N/A	FPLP/FPLR or approved substitute, red in color installed per NEC
P	F	N/A	Wire installed using proper NEC installation & support methods
P	F	N/A	Approved boxes installed using NEC installation & support methods
P	F	N/A	Protection against physical damage observed
P	F	N/A	Abandoned wire removed per NEC

**Notification Devices:**

P	F	N/A	Horns #_____
P	F	N/A	Strobes #_____
P	F	N/A	Horn/Strobes #_____
P	F	N/A	Mini Horns #_____
P	F	N/A	Voice Evacuation #_____ Speaker Voltage: 25v / 70v Watts: _____
P	F	N/A	Fireman's Phone #_____ Phone Jacks # _____

**Initiating Devices:**

P	F	N/A	Smoke Detectors #_____
P	F	N/A	Heat Detectors fixed temp. _____/#_____, fixed temp. _____/#_____
P	F	N/A	Heat Detectors (Rate Compensated) _____/# _____
P	F	N/A	Manual pull station, red in color & double action

**Sprinkler Interface:**

P	F	N/A	Bell/Water Gong
P	F	N/A	Exterior Horn/Strobe
P	F	N/A	Pull Station
P	F	N/A	Heat/Smoke Detector
P	F	N/A	Systems Tagged
P	F	N/A	Main Drain Test

<b>Zone/System Notification:</b>			System	>30 <90sec.	/ Dispatch < 4 minutes
P	F	N/A	Wet / Dry / Antifreeze 1	/	/
P	F	N/A	Wet / Dry / Antifreeze 2	/	/
P	F	N/A	Wet / Dry / Antifreeze 3	/	/

**Supervisory Devices:**

P	F	N/A	Tamper Switches #_____
P	F	N/A	Low Air Pressure Alert #_____

**Elevator Interface:**

Number of Elevators: \_\_\_\_\_

- P      F      N/A    Smoke Detectors
- P      F      N/A    Heat Detectors Floors: 1 2 3      Mechanical Room
- P      F      N/A    Electrical Shutdown/Shunt
- P      F      N/A    Fire Department Operation
- P      F      N/A    Recall to Primary Floor
- P      F      N/A    Recall to Alternate Floor
- P      F      N/A    Elevator Phone

**HVAC Interface:**

- P      F      N/A    Duct Detector Shutdown Unit: 1 2 3 4 5 6
- P      F      N/A    Duct Detectors # \_\_\_\_\_ >2,000 cfm on the return side
- P      F      N/A    Supervisory Signal Only

**Auxiliary Control/Monitoring Interface:**

- P      F      N/A    Access Control Floors: 1 2 3
- P      F      N/A    Smoke Control Floors: 1 2 3
- P      F      N/A    Stairwell Pressurization Fans # \_\_\_\_\_
- P      F      N/A    Door Holders Floors: 1 2 3

**Hood Suppression System Interface:**

- P      F      N/A    Activation of fire alarm system: 1 2 3

**Clean Agent System Interface:**

- P      F      N/A    Activation of the fire alarm system: 1 2 3

**Verified all signals with dispatch & confirmed emergency dispatch number:**

- P      F                  PFD Dispatch – Test Terminated (time): \_\_\_\_\_

**System Results: Accepted** \_\_\_\_\_      **Re-Inspection** \_\_\_\_\_

Building Contractor Rep. \_\_\_\_\_  
Signature                                  Printed Name                                  Date

Fire Alarm Contractor Rep. \_\_\_\_\_  
Signature                                  Printed Name                                  Date

Further Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_