



BRICK TOWNSHIP BUREAU OF FIRE SAFETY

253 Brick Boulevard, 2nd Floor

Brick Township, NJ 08723

(732) 458-4100 FAX (732) 458-4153

Email bureau@brickfire.org

Website www.brickfire.org

Guidelines for Knoxbox

1. Contact our office and obtain Authorization and select the appropriate Knox Box components. **YOU MUST ORDER A BOX APPROPRIATE FOR YOUR LOCATION AND USE ONLINE.** Residential Boxes are for Home/Apartment Use Only. Commercial Use Boxes are 3200, 4400 Series. Emergency Gate Access are Key Switch 3500 Series or Knox Padlock Exterior MDL 3770.
 - a. You can order online at www.knoxbox.com. follow the prompts for ordering. The Knox Company will automatically notify this office of the order placement.
2. After you have received your product, please consult with the Bureau of Fire Safety prior to selecting the final location for your installation of the Knox System components. In an effort to standardize locations for Knox Boxes, our office will utilize the following approved locations.
 - a. To the right of the building's main front entrance door, 6 feet above finished grade level.
 - b. Within 6 feet of the fire department sprinkler connection and 6 feet above finished grade level.
 - c. Other locations as approved by the Brick Township Bureau of Fire Safety, if compliance with the above does not apply.
3. After installation is complete, please contact the Bureau of Fire Safety and schedule an appointment to secure the box and its contents. Label keys and/or a combination access code to the following areas should be secured in the box.
 - a. All locked points of egress and entrance (whether interior or exterior) of the building.
 - b. Mechanical and boiler rooms.
 - c. Rooms containing fire protection equipment, sprinkler controls and fire alarm components.
 - d. All locked fire protection devices that require restoring. (ie. pull stations).
 - e. Elevator control rooms.
 - f. Any fenced or secure areas.
 - g. Any other areas difficult to access as determined after consultation with the Bureau of Fire Safety.

If you have any questions, please contact the Bureau of Fire Safety at 732-458-4100 for clarification.