



BONITA SPRINGS FIRE CONTROL & RESCUE DISTRICT

27701 BONITA GRANDE DRIVE, BONITA SPRINGS, FL 34135

ADMINISTRATION
TEL: (239) 949-6200
FAX: (239) 949-6207

FIRE PREVENTION
TEL: (239) 949-6211
FAX: (239) 949-6216

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COMMISSIONER

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COMMISSIONER

GREGORY L. DEWITT
FIRE CHIEF

www.bonitafire.org

Dear Owner/Occupant,

The Bonita Springs Fire Control and Rescue District has implemented a Commercial Self-Inspection Program for businesses and multi-family residential buildings that have experienced few fire safety deficiencies in the past. This program allows for the business or apartment owner/manager to assist us in the inspection process through the use of a self-inspection form. This program meets basic goals common to the Fire District and the owner or manager. These goals include maintaining a reasonable level of fire and life safety while providing minimum disruption to your business. It also allows us to focus our inspection efforts on businesses or occupancies that pose a greater risk of fire and life hazard.

A self-inspection form is enclosed for you to review. This form is a general listing of items we look for during an inspection. If you find an item on the list to be deficient, this form allows you to take care of the issue prior to our arrival. This will allow us to complete our inspection in one visit and reduce the need for follow-up inspections. Completing this form ensures you have taken the necessary steps to ensure your business or apartment is a safe place to work or live. It is important to note, some of the items listed may not be applicable to your occupancy.

We appreciate your cooperation in this matter.

Please email this form to info@bonitafire.org or fax it to (239)949-6216 when it is completed.

Respectfully,
Your Bonita Springs Fire Inspector

BONITA SPRINGS

Fire Control and Rescue District

27701 BONITA GRANDE DR
BONITA SPRINGS, FL 34135



Fire Prevention Division

Phone (239) 949-6211

Fax (239) 949-6216

FIRE INSPECTION CHECKLIST

This self-inspection form is a tool to assist you with providing a fire safe environment to your employees, tenants, and customers. There may be other fire hazards other than the items below that are found during an inspection needing attention. To schedule a formal inspection please contact the Bonita Springs Fire Control and Rescue District at 239-949-6211.

Business Name: _____

Address: _____

Phone: _____

Please email the form to info@bonitafire.org or fax it to 239-949-6216 when complete.

General information and housekeeping

Is the address or unit number visible from the street?	YES	NO	N/A
Is the address or unit number visible from the back of your building?	YES	NO	N/A
Is the area around your business free of weeds and debris?	YES	NO	N/A
Are the gas shut off and electrical meters visible and clear of storage and other material?	YES	NO	N/A
Is all rubbish removed on a regular basis?	YES	NO	N/A
Are combustibles at least 36" from furnaces, electrical, and gas appliances?	YES	NO	N/A
Are oily rags kept in a metal container with secure lid?	YES	NO	N/A
Are portable heating and cooling units properly installed and UL approved?	YES	NO	N/A
Do you have a fire department Knox Box mounted on the building?	YES	NO	N/A
Do you have updated keys in your Knox Box?	YES	NO	N/A
Mechanical and electrical rooms clear of storage	YES	NO	N/A

Electrical

Are electrical panel locations clearly marked and free from obstructions?	YES	NO	N/A
Are all openings in the electrical panel properly covered?	YES	NO	N/A
Are all circuits in the panel clearly labeled?	YES	NO	N/A
Are electrical outlets, switches, and electrical wiring covered with a switch plate or cover?	YES	NO	N/A
Are all switch face plates in good condition?	YES	NO	N/A
Is any electrical wiring frayed, worn, or spliced?	YES	NO	N/A
Are ground fault indicator (GFI) outlets installed where water is or maybe present?	YES	NO	N/A
Are any electrical circuits overloaded?	YES	NO	N/A
Are any extension cords being used in place of permanent wiring?	YES	NO	N/A

Exits

Are exit and fire doors unlocked, accessible, and operational when the building is occupied?	YES	NO	N/A
Are illuminated exit signs in place and operating?	YES	NO	N/A
Is emergency lighting in place, operating, and tested regularly?	YES	NO	N/A
Are hallways, exit corridors, and stairways clear of obstructions?	YES	NO	N/A
Is there an evacuation plan in place?	YES	NO	N/A
Is the evacuation plan posted?	YES	NO	N/A
Does all panic hardware on exit doors operate smoothly?	YES	NO	N/A

Fire Protection

Are fire extinguishers present, properly mounted, and free from obstructions?	YES	NO	N/A
Are fire extinguisher locations properly identified with signs?	YES	NO	N/A
Are fire extinguishers serviced yearly? Last service date: _____	YES	NO	N/A
Have all employees been trained in the proper use of fire extinguishers?	YES	NO	N/A
If equipped, is the building fire alarm system and/or fire sprinkler system inspected annually as required by the fire code? <i>Note:</i> Panel may not be left in trouble, supervisory, or test mode. Last inspection dates: _____	YES	NO	N/A
If equipped, are all fire suppression system valves secured in the _____ open position and free from obstructions?	YES	NO	N/A
If present is there at least 18" of clearance between sprinkler heads and storage?	YES	NO	N/A
If sprinkler heads aren't present is there at least 24" of clearance between the ceiling and storage.	YES	NO	N/A
If present is the fire department connection clearly marked and free from obstructions?	YES	NO	N/A

Hazardous Materials

Are all hazardous materials kept in properly labeled containers?	YES	NO	N/A
Are all containers sealed with the proper lids to prevent spills and leaks?	YES	NO	N/A
Are all compressed gas cylinders properly secured to prevent them from falling over?	YES	NO	N/A
Are all flammable materials stored in an approved container and away from ignition sources?	YES	NO	N/A
Are Safety Data Sheets for all hazardous materials available and easily accessible?	YES	NO	N/A

Once again, there may be other life safety items other than the ones on this list that are found during an inspection needing attention. This checklist is a general guideline to assist the owner in being fire safe.

Please email this form to info@bonitafire.org or fax it to (239) 949-6216 when complete.

If you have any questions, please call us at (239) 949-6211. Thank you for being fire safe!