

SECURITY SYSTEM, COMMERCIAL APPLICATION CHECKLIST



City of Dallas

APPLICATION CHECKLIST AND REQUIRED DOCUMENTS

By checking each requirement, you are stating that you have supplied correct and complete information. In the event that the required information is not contained in the submitted documents, you will be notified of the deficiency. Failure to supply the additional requested information within five (5) working days after notification may result in your application being delayed and eventually denied. A new application, the original application, complete plans and a new checklist will be required for re-submittal for plan review. This re-submittal will be treated as a new application and will be processed in the order of receipt.

- 1. Completed *Building Inspection Application*.
- 2. Two (2) copies of floor plan(s) showing proposed location of electric/electronic locking device(s) drawn to a standard scale and dimensioned.
- 3. Specifications of device(s) that will be installed including:
 - a. Verification that the device(s) will automatically unlock upon:
 - Activation of the sprinkler system, smoke detection system or building fire alarm system.
 - Loss of electrical power to any of the following:
 - The locking device
 - The smoke detection system
 - The building fire alarm or voice communication system
 - Required exit illumination
 - b. Verification that the device(s) can be unlocked by a signal from a location approved by the Fire Marshal.
 - c. Verification that upon deactivation from any source, the device(s) can only be reset manually at the device(s).
 - d. Verification that devices installed on doors into exit enclosures will maintain the doors in a positively latched position upon automatic release of the device.
- 4. Statement that signage will be placed at all locations where the device(s) is/are installed in accordance with established guidelines.

OTHER REQUIREMENTS OR SPECIAL PROVISIONS

Security systems operating under 30 volts or less do not require an electrical permit.

I, _____ have read the above information and acknowledge that all required documents have been provided.

Signature _____

Date _____

Please note that staff cannot accept incomplete applications or illegible plan review documents.