



# Fire Watch Log

Name of Building/Business: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: 55331

Contact person(s) full Name of person(s) conducting the Fire Watch:

\_\_\_\_\_

Please print

Phone number: \_\_\_\_\_ Fire Watch Date: \_\_\_\_\_

Unoccupied building       Occupied building

The owner/occupant shall walk an unoccupied building, once every 30 minutes and an occupied building, once every hour. All areas shall be checked for any signs of smoke or fire until the alarm system is repaired by the alarm company and/or the fire sprinkler system is back in service. The fire watch log shall be maintained for review by the Fire Marshal or Fire Chief.

Time	Area/Floor	Findings	Initial

Note: Any signs of smoke or fire call 9-1-1

Please contact the Excelsior Fire District with any questions or concerns.

Fire Marshall Kellie Murphy Ringate: 952-960-1692

Fire Chief Curt Mackey: 952-960-1650











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