

KING COUNTY ZONE 3 FIRE WATCH FORM



FIRE WATCH INSTRUCTIONS

1. Do not reset the alarm if alarm cause is likely a system malfunction.
2. Silence alarm if needed and direct the responsible party to request a service call.
3. Fill out all portions of the Agency Copy.
4. On the Site Copy;
 - a. Fill out the incident number and
 - b. Identify the fire watch frequency
 - c. Circle the appropriate follow-up agency
 - d. Identify which system is out-of-service.
5. Leave the Site copy with the responsible party.
6. Identify the person this form was left with. _____
7. If the Fire Watch was declined, identify the name of the individual who declined the fire watch. _____
8. Was the building secure when you left? Yes No If not, please explain what actions were taken. _____
9. Post placard if unable to contact a responsible party and/or when notification to building occupants is important. Fire watch placard posted? Yes No
10. Scan and Email the Agency Copy to the appropriate Fire Marshal's Office.
11. Include Agency Copy with your fire incident report.

INCIDENT CASE#: _____ INCIDENT DATE: _____

REASON FOR FIRE WATCH: _____

SYSTEM OUT OF SERVICE:

Sprinkler Fire Alarm Monitoring Other Suppression Other

RESPONDING UNIT/COMPANY OFFICER: _____

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

BUSINESS PHONE: _____

BUSINESS CONTACT AND PHONE NUMBER: _____

CONTACT NAME/SIGNATURE: _____



Burien/Normandy Park/KCFD#2
FMO@BurienFire.org, Phone: 206-209-4119



Enumclaw Fire Department/KCFD#28
FireMarshal@Enumclawfire.org



King County Fire Marshal's Office
FireMarshal@KingCounty.gov



Mountain View Fire & Rescue/KCFD#44
Pkramlich@KCFD44.org, Phone: 253-735-0284, 253-569-4211



Port of Seattle
Fire@PortSeattle.org



Puget Sound Regional Fire Authority
FirePrevention@PugetSoundFire.org, Phone: 253-856-4444



Renton Regional Fire Authority
FireMarshal@RentonRFA.org



South King Fire & Rescue
Prevention.Division@SouthKingFire.org, Phone: 253-946-7348



Skyway/KCFD#20
Admin@KCFD20.org, Phone: 206-772-1430



Valley Regional Fire Authority
Fire.Marshal@VRFA.org, Phone: 253-261-3616



Vashon Island Fire & Rescue
Administration@vifr.org, Phone: 206-463-2405



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