



Stanislaus Consolidated Fire Protection District
3324 Topeka Street
Riverbank, CA 95367
(209) 869-7470
Fax (209) 869-7475

Knox Box Installation

- A. The Knox Box comes with the door off and in the locked position.
- B. The box should be mounted:
 - 1. Preferably near the main entrance to the building or as directed by the Fire District.
 - 2. Five to six feet off of the ground.
 - 3. Use heavy "lag bolts" or other sturdy devices to secure the box to the wall.
- C. If a box with tamper switches was ordered, the switches should be connected with and tested with your burglar alarm company before closing the face as all of the wiring would then be sealed.
- D. Assemble all of the following for placement into the box
 - 1. Label the following sets of keys:
 - a. One master key for main entry and all suites.
 - b. One for Fire District elevator override (where applicable)
 - c. One for each elevator car for Fire District override (where applicable)
 - d. One grand master key for each floor, each wing, i.e., two story building with two wings = 4 grand masters.
 - e. Fire alarm control panel
 - f. Fire sprinkler riser, shut-off and drain valves.
 - 2. Emergency contact information (Name(s) & Phone #(s))
 - 3. Have the front cover plate for the key box ready for District personnel to lock.
- E. Call the Fire District at (209) 869-7470 to arrange keys and emergency contact information to be secured in key box.

Please Note:

- A. If suite numbers or letters change at any time or keys change due to tenant changes, etc., please advise the Stanislaus Consolidated Fire Protection District.
- B. The box will only be used by the Stanislaus Consolidated Fire Protection District on an emergency basis. The box will not be used for fire prevention inspection purposes.