

Carrollton Fire Department

115 West Center Street
Carrollton, Georgia 30117
Phone: 770832-3456



Fire Prevention Division

Will Rollins *Fire Marshal*/Fire
Marshal's Office
Phone: 678-390-6963
Email: wrollins@carrollton-ga.gov

Required Items for 80% and 100% Site Inspections

Address: _____

Inspection type: _____ Date: _____ Time: _____

Contact: _____ Contact #: _____

Ensure that all items listed below that are applicable to the project are available. Failure of the applicable items not being on site could result in the inspection not being conducted and having to be rescheduled.

Items need for 80 % Site Inspection

- All Stamped approved plans from CFD Fire, State Fire Marshal Office, Local or State Issued building permit. All applicable stamped plans and comments sheet **MUST** be on site. (Civil, Architectural, Fire Alarm, Sprinkler, etc.)
- Grease Hood certification letter by state licensed HVAC contractor
- Witness light test on grease duct
- Automatic suppression system certification letter
- All fire walls or partitions sealed using lab approved method
- All smoke walls or partitions sealed using lab approved method
- All underground certification paperwork by license contractor
- Private fire line and fire hydrant testing and flow data (painted safety red)

Items need for 100 % Site Inspection

- Current Fire Alarm inspection report or NFPA 72 compliance letter
- Fire Alarm Documents box with all related information per NFPA 72 Chapter 7 in .pdf format and the software program (can be on disc or portable drive)
- Sprinkler report and certification Letter, and if heads have been installed or moved work supervision forms signed
- 90 min. emergency light certification letter
- Generator Acceptance run test under load
- Medical Gas certification letter
- Techs from sprinkler company, fire alarm for acceptance test
- Any and all other paperwork applicable to work preformed

All certification letters must contain the information required by the applicable NFPA code.

This includes, but not limited to: business name and address, contractor name and address, correct edition of code, signed and dated by license holder.