

Inspections Forms: **Hotel & Dormitory Occupancies**

Building Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Inspector: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Last Inspection: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Outstanding Violations: YES or NO

**General / Exterior**

Yes  No



Yes  No



Yes  No



Yes  No



 Yes  No

 Yes  No

 Yes  No

* Is the site free of debris or other fire hazards?
* Are fire lane signs and striping in place?
* Is the address visible, with contrasting numbers,

and either 6” (commercial) or 4” (residential) in height?

* Is Knox box installed at proper locations?
* Proper items placed inside Knox box?
* Is a light-weight roof (R), floor (F), or

roof-floor (RF) sign posted, if applicable?

* Are all gas lines and valves protected from vehicles

and properly identified, if applicable?

**­­­­­­­­­­­­­­­­­­­­­­­Interior**

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

* Have renovations been completed since last inspection?
* Are all exit signs properly installed and operational?
* Are all emergency lights properly

installed and operational?

* Are all egress doors unobstructed and operational?
* Are all egress paths unobstructed?
* Are all ceiling tiles in place and undamaged, if applicable?
* Are all smoke and/or fire

barriers/partitions/walls intact and labeled properly?

* Are all smoke and/or fire doors

labeled, self-closing, undamaged, in the closed position?

* Are all doors/rooms labeled

(FACP, Storage, Electrical, Riser, Stairs, Pump, etc.)?

* Are the public safety radio signals clear and

undistorted in all parts of the building?

* Are all access control devices operational and permitted?
* Are areas of refuge provided and identified, if applicable?
* Interior wall and ceiling finish shall be Class A or

Class B in exits and exit access corridors and

Class A, Class B, or Class C in all other areas?

* Evacuation and Relocation Plan has been

reviewed/approved and is readily assessible to staff?

* A Fire Safety Plan has been reviewed/approved?

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

 Yes  No

* Have quarterly fire drills been completed?
* Does elevator phone work and has the elevator

been inspected within the past year, if applicable?

* Alcohol-Based Hand-Rub Dispensers stored and

used according to this chapter.

* Draperies, curtains, and other loosely hanging fabrics

shall be in accordance with chapter 10.

* Newly introduced upholstered furniture and

mattresses shall comply with chapter 10.

* Combustible decorations shall be prohibited

unless certain criteria is met.

* Solid linen and trash receptacles shall not

exceed 32 gal in capacity. Portable space heating devices

shall be prohibited unless certain criteria is met.

**Fire Protection Systems**

* Have all life safety systems been inspected and have up to date tags and reports?
* Fire Alarm \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* BDA \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Fire Sprinkler \_\_\_\_\_\_\_\_\_\_\_\_\_
* Fire Pump \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Fire Backflow \_\_\_\_\_\_\_\_\_\_\_\_\_
* Standpipe \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Clean Agent \_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Cooking Hood \_\_\_\_\_\_\_\_\_\_\_\_\_
* Hood Cleaning \_\_\_\_\_\_\_\_\_\_\_\_\_
* Fire Extinguishers \_\_\_\_\_\_\_\_\_\_\_
* Fire/Smoke Dampers \_\_\_\_\_\_\_\_
* Fire Doors \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Emergency Generator \_\_\_\_\_\_\_\_
* Smoke Control \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Yes  No

 Yes  No

* Have any stand-alone duct detectors been inspected and tested?
* Have any stand-alone carbon monoxide detectors been inspected and tested?

**NOTES**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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