

NFPA 25 Annual Sprinkler Inspection Permit Form Manitowoc Fire Department

Prior to the licensed sprinkler contractor performing the annual inspection, as required by NFPA 25, of a fire sprinkler system and/or fire pump, the Owner shall obtain a blank Permit Form and a blank Inspection Form from the Manitowoc Building Inspection Department (City Hall - 900 Quay Street) or online at www.manitowoc.org.

The results of the inspection shall be recorded on the Department form and copies given to the City of Manitowoc Building Inspection Department, the Owner, and all others authorized by the Owner within Twenty-one (21) days of the date the inspection was performed. In the case that deficiencies are found, the Department shall be given a schedule as to when repairs will be made, at such time the inspection report is filed with the Department.

In the event a permit is not obtained within 30 days of the annual required inspection by a licensed sprinkler contractor, the Owner may be subject to an additional fee, in accordance with Chapter 6 of the Municipal Code. A permit will be issued upon submittal of all required documentation and payment and shall be posted on the main riser.

SECTION 1 – Site Information				
Occupancy Information:				
Name of Occupancy:				
Address of Occupancy:				
Representative:		Phone Number:		
Contractor Information:				
Sprinkler Company Name:				
Representative:		Phone Number:		
Alarm Company Name:				
Representative:		Phone Number:		
SECTION 2 – Permit Information		SECTION 3 – Permit Fee (6.170 Manitowoc Municipal Code)		
Document Check List:		Permit Fee Schedule:		
<input type="checkbox"/> Sprinkler Inspection Permit Form	Equipment	Number Of	Fee	Total
<input type="checkbox"/> Sprinkler Test & Inspection Supplemental Form	1-5 Risers		\$35.00	
<input type="checkbox"/> Sprinkler Company Inspection Report	6-10 Risers		\$40.00	
<input type="checkbox"/> Permit Fee	11-15 Risers		\$45.00	
<ul style="list-style-type: none"> • Applications missing the above will not be processed. • The Inspection Report is provided by your sprinkler inspection contractor and not the City of Manitowoc. • The Owner may be subject to additional fees if the permit is not obtained within 30 days of the inspection. 	16-20 Risers		\$50.00	
	21-25 Risers		\$55.00	
	26 + Risers		\$60.00	
	Fire Pump(s)		\$35.00/Pump	
			TOTAL FEE (\$)	
For questions regarding this form please contact the Manitowoc Fire Department (920) 686-6540				
SECTION 4 – City Use Only				
Date Submitted:				
Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Check #		<input type="checkbox"/> Gov Pay (Credit Card)		
Permit Number:		Inspection Date: (Permit Expires 12 Months from this Date)		