



**BENSALEM TOWNSHIP FIRE MARSHAL'S OFFICE**  
**AUTOMATIC FIRE ALARM ANNUAL TEST REPORT**

*\*\*Only this document will be accepted by the Bensalem Township Fire Marshal's Office for annual testing purposes as required by the International Fire Code and applicable N.F.P.A. standards.\*\**

PROPERTY NAME \_\_\_\_\_ DATE OF INSPECTION \_\_\_\_/\_\_\_\_/\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_ INSPECTOR \_\_\_\_\_

TESTING AGENCY NAME \_\_\_\_\_

FIRE MARSHAL'S LICENSE # \_\_\_\_\_ PHONE # \_\_\_\_\_

TESTING AGENCY ADDRESS \_\_\_\_\_

1. MAIN FIRE ALARM PANEL LOCATION \_\_\_\_\_
2. FIRE ALARM PANEL LOCKED AND SECURE?  YES  NO • BREAKER LOCKED  YES  NO
3. LOCATION OF REMOTE ANNUNCIATORS \_\_\_\_\_  N/A
4. FIRE ALARM PANEL MANUFACTURER \_\_\_\_\_ YEAR INSTALLED \_\_\_\_\_
5. FIRE ALARM COMMUNICATOR LOCATION \_\_\_\_\_
6. F.A. COMMUNICATOR MANUFACTURER \_\_\_\_\_ YEAR INSTALLED \_\_\_\_\_
7. MONITORING AGENCY NAME AND TELEPHONE NUMBER \_\_\_\_\_
8. DOES COMMUNICATOR HAVE 24 HOUR SELF TEST?  YES  NO
9. DOES COMMUNICATOR HAVE TWO (2) PHONE LINES?  YES  NO
10. ARE PHONE LINES AND JACKS SECURELY ATTACHED?  YES  NO
11. WAS AN ALARM FOR EACH ZONE SIMULATED?  YES  NO
12. AUDIBLE AND VISUAL SIGNALS FUNCTIONED?  YES  NO
13. SUPERVISORY SIGNALS TESTED?  YES  NO  N/A
14. WERE AUDIBLE AND VISUAL SIGNALS RECEIVED AT CONTROL PANEL?  YES  NO
15. TROUBLE SIGNALS RECEIVED BY MONITORING AGENCY?  YES  NO
16. PRIMARY POWER FOR CONTROL PANEL: NOMINAL VOLTAGE \_\_\_\_\_ VOLTS AMPS \_\_\_\_\_
17. OVERCURRENT PROTECTION:  FUSE  CIRCUIT BREAKER AMP RATING \_\_\_\_\_
18. LOCATION OF POWER DISCONNECT \_\_\_\_\_
19. SECONDARY POWER:  STORAGE BATTERY  GENERATOR  
STANDBY BATTERY VOLTAGE \_\_\_\_\_ VOLTS \_\_\_\_\_ VOLTS – UPON LOADING CIRCUIT
20. GENERATOR:  YES  NO FUEL TYPE:  GASOLINE  DIESEL  NATURAL GAS  
FUEL STORAGE LOCATION \_\_\_\_\_ GENERATOR RUN DURATION \_\_\_\_\_ HOURS
21. IS THE SYSTEM ADDRESSABLE WITH ALL POINTS ID?  YES  NO  N/A
22. ALL ZONES LABELED?  YES  NO H.V.A.C SHUTDOWN?  YES  NO
23. TOTAL NUMBER OF ZONES \_\_\_\_\_ ELEVATOR RECALL?  YES  NO  N/A

**TEST OF DEVICES**

<b>24. DEVICES</b>	<b>INDICATED NUMBER TEST</b>		
PULL STATIONS	_____	CODED _____	NON-CODED _____
SMOKE DETECTORS	_____	ION _____	PHOTO _____
HEAT DETECTORS	_____	R/R _____	FIXED _____
DUCT DETECTORS	_____	LOCAL ALARM ONLY	<input type="checkbox"/> YES <input type="checkbox"/> NO
BELLS	_____	SIZE _____"	
HORNS	_____		
STROBES	_____		
HORNS/STROBES	_____		
FLOW SWITCHES	_____		
TAMPER SWITCHES	_____		
VOICE MESSAGES	_____		
DOOR HOLDERS	_____	(ELECTRONICALLY ACTIVATED)	
DOOR CLOSURES	_____	(ELECTROMAGNETIC)	
EXIT DEVICES	_____	(ELECTROMAGNETIC)	

25. TELEPHONE COMMUNICATION SYSTEMS TEST WHERE REQUIRED?  YES  NO

26. FIRE ALARM SYSTEM LEFT IN SERVICE?  YES  NO IF NO, EXPLAIN IN NOTES SECTION

27. FIRE MARSHAL NOTIFIED IF SYSTEM NOT IN SERVICE?  YES  NO

**NOTES AND/OR DEFICIENCIES FOUND**

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28. FIRE ALARM PANEL HAS INDEPENDENT ZONE SHUTOFF SWITCHES?  YES  NO

29. FIRE ALARM PANEL HAS ALPHA NUMERIC READOUT:  YES  NO

30. FIRE ALARM PANEL HAS KEYPAD FOR DATA INPUT:  YES  NO

SIGNATURE OF INSPECTOR \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

SIGNATURE OF BUILDING OWNER/REPRESENTATIVE \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_