



# American Fork Fire Department

## Home Based Business Self-Inspection Form



Business Name: \_\_\_\_\_ Phone# \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Business Owner: \_\_\_\_\_ Phone# \_\_\_\_\_

Type of Business: \_\_\_\_\_

	YES	NO
1. Is your address placed in a position that is plainly legible and visible from the street or road fronting the property? Are the numbers contrasting their background?		
2. Are gas shut off valves clear of weeds, trees, bushes, trash, storage, etc., and are they accessible? Is your gas water heater secured?		
3. Are outside electrical and gas meters clear of weeds, trees, bushes, trash, storage, etc. and are they visible and accessible? (3-foot clearance required)		
4. Are all exit hallways, doorways, stairways, landings, and walkways clear of any obstructions?		
5. Are circuit breakers clear of any tape, string or wire that would affect their operation?		
6. No open electrical boxes or uncovered wire connections are allowed. Is the cover on the electrical panel and are faceplates installed on all electrical outlets and switches? Does the electrical panel have clear, unobstructed access?		
7. Have all extension cords been replaced with permanent wiring? Do surge protectors contain a UL rating?		
8. Is your heating/air conditioning unit cleaned and/or are new filters installed per manufacturer's instructions?		
9. Is there 3 feet of clear space with no combustibles in the following rooms or spaces? All gas/electric appliances (water heater, furnace, etc.)		
10. Fire Extinguisher(s): Do you have an accessible fire extinguisher (Rating 2A10BC-refer to label on extinguisher)? Does the fire extinguisher have a properly labeled certification tag indicating that it has been inspected within the last year? Is the fire extinguisher accessible and mounted or secured on a wall? <b>(This is not optional-you must have it inspected annually.)</b>		
11. Storage is to be kept to heights leaving a minimum space of 24 inches to the ceiling. If the home has an automatic fire sprinkler system, do storage heights allow at least 18 inches of clear space below and around all sprinkler heads? ➤ To be answered if the building is protected with an automatic fire sprinkler system. If the home has a fire sprinkler system, have the required services and tests of the system been performed?		
12. <b>Do you have working smoke detectors?</b>		
13. Do you have compressed gas cylinders? What type of compressed gasses are they and are the cylinders chained to a wall or otherwise secured?		
14. Are you conducting hot work? (Welding, Grinding, Soldering, Torch Cutting, etc.?)		
15. Do you use and/or store any hazardous materials as part of your home business? (Toxic Chemicals, Corrosives, Oxidizers, Water Reactive Materials, Combustible liquids or Gasses) Check OSHA standards at: <a href="https://www.osha.gov/SLTC/hazardoustoxicsubstances/index.html">https://www.osha.gov/SLTC/hazardoustoxicsubstances/index.html</a> <b>(If the answer to question 15 is yes, you must notify the Fire Department. A business requiring the storage or use of Hazardous Materials will not be licensed without a documented inspection by the Fire Code Official. The Fire Department should be aware of Hazardous Materials in advance as part of their emergency planning.</b>		

By completing and signing this home based business inspection form, I, YOUR NAME HERE, knowingly and voluntarily waive the American Fork Fire Department and American Fork City, and/or City of Cedar Hills of any fire code or building code violations or liabilities related to my home business. I DECLARE, the statements made on this document are TRUE AND CORRECT, under criminal penalty under the Law of the State of Utah.

SIGNATURE OF

RESPONSIBLE PARTY \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

DATE \_\_\_\_\_

**\*If you have any questions, please call the American Fork Fire Department at 801-763-3045.**