



TARRANT COUNTY
Randy Renois, Fire Marshal

GUIDELINES FOR CERTIFICATE OF COMPLIANCE INSPECTION

- Business must have electrical power, prior to inspection.
- One 5 lb. ABC fire extinguisher or one 2A:10BC fire extinguisher per every 3,000 sq. ft. of occupied space or 75 ft. travel (walking) distance between them (unless occupied space is cut up, then more fire extinguishers may be required). Each fire extinguisher **MUST** be mounted on the wall, or in a fire extinguisher cabinet (extinguisher's gauge must not be mounted higher than 5 feet off of the ground and the bottom of the extinguisher must not be mounted lower than 4 inches off of the ground). The placement of fire extinguisher(s) is to be coordinated with the Fire Marshal's office. Fire extinguishers **MUST** be inspected and tagged by a licensed fire extinguisher company. It is recommended that the fire extinguisher be placed near a means of egress.
- All junction boxes, outlets, and light switches **MUST** have cover plates on them. No electrical splices permitted to be exposed. Junction boxes must be secured and covered.
- Extension cord use is prohibited, unless used for temporary purposes. If temporarily using extension cord, it **MUST** be UL Listed. Extension cords cannot run through ceilings, walls, floors, or doorways. Extension cords cannot be attached to walls or ceilings. **DO NOT** run power to any major appliances, via an extension cord. Major appliances **MUST** be plugged directly into an outlet.
- Multi-plug adaptors (relocatable power taps) are prohibited. If multiple electrical power taps are needed, **MUST** use a surge protected device, in lieu of a multi-plug adaptor. Surge protectors **MUST** be plugged directly into an outlet, **NOT** into each other. (i.e., Daisy chaining surge protected devices is **NOT** permitted) You cannot plug an extension cord into a surge protector. Do not use a "residential / office" surge protector for commercial rated use.
- Electrical panel(s) **MUST** have all circuit breakers labeled accordingly. There must be a clear path to the breaker panel and no storage with 36" around the breaker panel. The breaker panel must have a metal cover.

- **Electrical panel(s) MUST have no openings. If missing breakers, install blank inserts.**
- **Furniture and equipment MUST be in place prior to inspection.**
- **If there are holes in the ceiling, walls or floor, repair them appropriately. No openings permitted.**
- **Storage cannot be within 24 inches of the ceiling in a non-sprinkled building. In sprinkled buildings, storage cannot be within 18 inches from the bottom of fire sprinkler heads, around entire building (18 inch Rule).**
- **If your business is located in a strip center or multi-complex building, the suite address is required, on both, the front and back door.**
- **For occupancy groups A (occupant load of 300 or less), B, F, M, S and in places of religious worship, a readily, visible durable sign is posted on the main door stating: THIS DOOR TO REMAIN UNLOCKED WHEN THIS SPACE IS OCCUPIED. The sign shall be in letters 1 inch high on a contrasting background, i.e. black letters on white background.**
- **The address on the front of your business SHOULD be in contrasting color. The address SHOULD be at least 4 inches in height and have a minimum of 1/2 inch stroke width. The numbers/letters SHOULD be Arabic numerals or Alphabet letters.**
- **Exit sign(s) and Emergency light(s) placement, if applicable, to be coordinated with the Fire Marshal's office.**
- **ALL fire protection systems (fire alarm, fire sprinkler, suppression hood, etc) MUST be inspected by a licensed fire protection company and have a current tag.**
- **ALL suppression hoods or vent-a-hoods MUST be clean and free of grease build-up. There SHOULD be a "K" class, 40 BC extinguisher within 30 feet.**
- **Fire lane, if required, is unobstructed, maintained and properly striped.**