All doors leading to a stair enclosure or a horizontal exit, and all doors opening into an enclosed corridor shall be equipped with approved self-closing hardware and latches to keep the door closed and prevent the spread of smoke and fire.

All doors required to have self-closing hardware and latches located at the following address have been inspected and/or tested by the building maintenance engineer for proper operation as required by the adopted code/standards at the time of the installation. All fire door assemblies must be visually inspected and functionally tested annually. (NFPA 101 & NFPA 80) The annual test concluded that the self closing hardware and latches are:

Please circle one:  OPERATIONAL  NOT OPERATIONAL (*)

NAME OF BUILDING: ____________________________________________
ADDRESS OF BUILDING: ____________________________________________
TYPE OF OCCUPANCY (SPECIFIC USE) ____________________________________________
NAME OF OWNER OR AGENT: ____________________________________________
OWNER OR AGENT TELEPHONE : ____________________________________________
PERSON PERFORMING TEST: ____________________________________________
JOB TITLE: ____________________________________________

(*) LIST DEFICIENCIES AND REQUIRED CORRECTIONS: ____________________________________________
______________________________________________________________________________________________________
______________________________________________________________________________________________________
______________________________________________________________________________________________________
______________________________________________________________________________________________________

NOTE: Written records of visual inspections and tests shall be kept by the owner for inspection by the authority having jurisdiction. Locks that are maintained locked electronically and and will unlock during a power failure or fire alarm are the only type of electrical locks acceptable.

SIGNATURE: ____________________________ DATE: ____________________________