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Fire Protection System Work Permit

INSTRUCTIONS: Please type or print clearly. Permit may not be processed if incomplete. This form must be submitted with your shop drawings along with any associated fees. Installation of a system prior to obtaining a permit incurs a penalty of \$100.00. Plans are reviewed in the order that they are submitted. Permit must be on site until work is complete.

FIRE 2026 - _____

SUBMITTAL is:

☐ New ☐ Resubmittal

WORK is:

☐ Repair
☐ New / ☐ Modification

City Building Permit #

CMM: _____

System Type:

☐ Fire Alarm ☐ Fire Pump ☐ Standpipe System ☐ Clean Agent System
☐ Fire Sprinkler System (☐ 20 or less) ☐ Fire Suppression System ☐ Work Permit Only

Other: _____

Has Installation started: ☐ Yes ☐ No Initials: _____

Project Name: _____

Project Address: _____ Ste #: _____

Scope of Work: _____

Permit Applicant:

Texas TDI License Information

Name	TDI License Holder Name
Company name	TDI License Type & Number Expires:
Company's Texas Registration number Expires:	Company's Phone Number
Address	City, State Zip code
Phone Number	
Company Email Address (Required for notification purposes)	

Fire Protection System Permit Conditions

The conditions below are applicable to ***Fire Alarm systems, Fire sprinklers and Fire suppression systems.***

1. Shall comply with requirements set forth in the International Fire Code 2024, and any applicable NFPA standards.
2. If working on a monitored existing system, the contractor shall notify the McAllen Fire Dept. Dispatch at (956-681-2525) and inform them of the work being performed and provide the Permit number.
3. Inform all entities/occupants affected by the work being performed and shall be placed on Fire Watch Notice for the duration of work.
4. False Alarms caused as a result of the work being performed may result in a fine to the responsible Fire Protection contractor.
5. Upon completion of work on an existing system, the Fire Alarm shall be placed back in-service and the McAllen Fire Dispatch shall be notified.
6. New Hood Fire Suppression System installations shall be monitored if an existing alarm is present.
7. **A Pre-test letter shall be submitted prior to scheduling an acceptance test at least 24hrs in advance.**
8. **Fire Protection Contractor shall have the Fire Department Issued Permit, required documentation, the system pre-tested and the approved plans on site at the time of inspection. ** Initials: _____**
9. **If changes from the approved fire protection plans have been made, “As Built” documentation must be submitted at the time of inspection. ** Initials: _____**
10. Properly Tag the Fire Protection System in question.
11. Permit expiration will be in accordance with the conditions outlined under Section [A] 105.3.1 of the 2018 International Fire Code.
12. **FAILURE TO MEET EITHER CONDITION 8 OR 9 WILL CONSTITUTE AN AUTOMATIC FAIL.**
**** Initials: _____**

I understand and accept the above conditions:

Signature: _____ Date: _____

Internal use:

Submittal date: _____ Permit #: _____

Issued by: _____ Date: _____