



El Mirage Fire Department

623-583-7968

Q: What is a Knox Box?

A: The **KNOX-BOX®** rapid entry system is a secure emergency access program developed for property owners and fire departments. The box is a UL Listed high security key box, made of ¼ inch steel.

When a fire breaks out or there is a medical emergency, this system will allow immediate entry into buildings and property without forced entry damage or delay. Each KNOX-BOX purchased by a property owner is keyed to a single master key controlled by the fire department. This system is used for most commercial applications including businesses, schools, government and public buildings, community associations and apartment complexes.

Q: Is a Knox Box required for my business?

A: The short answer is yes.

Here is why...If the building is secured by security bars, roll up shutters, etc. on windows and doors access for firefighting and rescue is severely hampered which will result in the fire growing in size and intensity causing more damage.

There is also an increased risk to firefighters fighting a fire inside a building that has security bars on the windows and doors should the firefighter become trapped and need to use a secondary means of escape. Windows, while not a required emergency exit for occupants, do provide an emergency exit for firefighters. Rescue crews would not be able to assist the trapped firefighters because of access delays caused by the security bars.

The 2012 International Fire Code that has been adopted by City Ordinance O09-04-04 states:

506.1 Where required. Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type and shall contain keys to gain necessary access as required by the fire code official.

Businesses that do not have these high security features but merely glass doors and windows that can be easily broken by fire crews may not be required to install Knox Boxes. However, providing a Knox Box key system could save the business owner money over the long term from damage caused by firefighters forcing entry into the building.



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Q: What is the El Mirage Fire Department's policy regarding key security?

A: EMFD only provides Knox® Master Keys to authorized fire departments and law enforcement agencies for use only with the Knox System. Each key is numbered and signed for by the receiving agency. Keys are physically accounted for at the beginning of each shift.

Q: What about security?

A: Some models have an optional tamper switch that allows you to connect the KNOX-BOX to a building's alarm system, adding further security

Q: What is an Alarm Tamper Switch?

A: The Alarm Tamper Switch is a switch that is installed in the Knox-Box that connects to the alarm on your building or home. If anyone tampers with the box, the alarm will be activated.

Q: Who installs the Alarm Tamper Switch?

A: Usually your alarm company will come out and run the alarm wires to the box and connect them to the Tamper Switch.

Q: Where are my keys to the box?

A: If the box is keyed to the Fire Department, then the Fire Department has the only master key to all the Knox products installed in your area. You do not receive a key to the product because the key is controlled by the fire department. Please contact the Fire Department to come out and lock the door to your box.

Q: How do I install my Knox product?

A: Always mount your Knox products to a secure, solid wall, beam, or post. A six-foot height level is recommended to resist vandalism. Please refer to mounting instructions that are shipped with the product. **Please refer to the guidelines listed below or contact the El Mirage Fire Department for a specific mounting location.**



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FIRE DEPARTMENT KNOX BOX GUIDE FOR COMMERCIAL PROPERTIES

GENERAL NOTES FOR COMMERCIAL PROPERTIES

- All Knox Boxes are required to be installed no more than five (5) feet above finished floor **and located on the left side of the entrance, as approved.**
- A **KNOX BOX 3200** series is required at any remote riser room exterior door **located on the left side of the entrance, as approved.**
- **KNOX BOX 3200 series - Recess Mounted**
 - #3270 - 3275 Recessed model
- **KNOX BOX 4400 series (Hinged Door Only)**
 - #4400 Recessed model – 4430, 4431, 4439, 4440, 4443, 4444, 4445, 4446
- **KNOX PADLOCK MAIN GATES 3750 series**
 - #3753 Exterior – All Weather Conditions

Authorized Knox Box order forms are available Monday – Thursday at Fire Station 121, 13601 N El Mirage Rd. or on the web at www.knoxbox.com .

BIG BOX BUILDINGS

Example: Home Depot, WalMart, etc.

- A **#3200 Series** Knox Box is required at main and rear entry doors. Additional Knox Box may be required at other entry doors of the building.

STRIP CENTERS

(Single story, multi-suite exterior, access)

- A **#3200 Series** Knox Box is required at main and rear entry doors. Additional Knox Boxes may be required at other entry doors of the building.
- Each tenant is required to provide and maintain the correct key to their tenant space in the Knox Box.



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ALL COMMERCIAL BUILDINGS

(Free standing)

- A **KNOX BOX #3200 Series** is required at the main entry door of the building. More than one Knox Box may be required at other entry doors.
- Each tenant within a building is required to provide and maintain the correct key to the main entrance to their tenant space, in the Knox Box.
- An additional **#3200 Series** Knox Box may be required at the rear door of the building.

SPECIAL HAZARD OCCUPANCY

- Any occupancy containing a hazardous operation, condition or materials must contact the Fire Marshal at 623-583-7968 for the number and placement of Knox Boxes.

OTHER APPLICATIONS

- **Magnetic Locks** – when access points are secured with magnetic locks, a **KNOX KEY SWITCH #3502** is required in conjunction with the above noted requirements. The key switch is to be located two (2) to four (4) inches below the lock box.
- **Pedestrian Gates** – primary access points that have pedestrian gates require Fire Department access. This access may be provided with a **KNOX KEY SWITCH #3502 or Knox Box 3200 Series (Hinged Door) if manual gate.**
- A **Knox Key Switch #3502** is required on all electronically locked gates.