



**CITY OF SAINT PAUL**  
Department of Safety and Inspections  
Fire Safety Inspection Division  
375 Jackson St. Suite 220  
Saint Paul, MN 55101-1806

**FIRE ALARM INSPECTION  
REQUEST FORM**

Revised January 2016

**Complete all areas of this form and fax to:  
Saint Paul Fire Safety Inspection Division @ 651-266-8951  
Or email to DSI-EG@ci.stpaul.mn.us**

\*No fax cover sheet is required when faxing this form.\*

An inspector will contact you within 48 hours of receiving this request to confirm inspection date and time. Once an inspector has been assigned to this project, they will continue with all of the inspections as needed.

Today's Date: \_\_\_\_\_

Requested By: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address of Project: \_\_\_\_\_  
(Include Type: Ave., St., Blvd., and direction N, S, E, W)

Name of Project: \_\_\_\_\_

Permit Number: \_\_\_\_\_

To Be Filled Out By Department of Safety and Inspections:

Inspector Assigned: \_\_\_\_\_

Date/Time of Inspection: \_\_\_\_\_