



Department of
Licenses and Inspections
CITY OF PHILADELPHIA

DO NOT MAIL THIS APPLICATION

Application for Fire Alarm Inspector License

Complete and submit this application for a **NEW** Fire Alarm Inspector License.
Fire Alarm Systems Inspector Licenses are issued to a qualified person. They are not issued to companies.

PART A

Applicant / Business information

- Provide the contact information for applicant and business / company (if applicable).
- Provide license and tax account information.

A

Applicant Name: _____

Applicant Address: _____

Applicant Email: _____ Phone #: _____

Business / Company Name (if different from applicant): _____

Business / Company Address: _____

Business / Company Email: _____ Phone #: _____

Commercial Activity License #: _____ Philadelphia Business Income and Tax ID #: _____

PART B

Supplemental Information

B

Verify the following information:

- All City of Philadelphia taxes, charges and fees are current: ☐ Yes
 - You must meet one of the following three qualifications:
 - A professional engineer registered in the Commonwealth of Pennsylvania with a signed and sealed Statement of qualifications in the field of fire alarm systems: ☐ Yes ☐ N/A
 - Completion of a National Institute for Certification in Engineering Technologies (NICET) certificate at Level II or higher in the fire alarms subfield of Fire Protection Engineering Technology: ☐ Yes ☐ N/A
 - Completion of an Underwriters Laboratory (UL) Alternative: ☐ Yes ☐ N/A
- Note:** If the UL Alternative is selected, the company where the applicant is principal, or designee must be listed with UL in one of the two following categories of Protective Signaling Services.
- Select the category below (if applicable):
- ☐ Central Station Service (UUFX) as a "Full-Service Company" or "Fire Alarm Service - Local Company"
 - ☐ Local, Auxiliary, Remote Station and Proprietary Service (UUJS).
- If you are not self-employed, a statement of current or prospective employment on the company letterhead and signed by the employer is provided with this application: ☐ Yes ☐ N/A
 - Photo identification (2 in. x 2 in., color) is provided with this application: ☐ Yes

PART C

Limits and Conditions

C

- The licensee shall notify the Department, in writing, of any change of address, or change in certification status provided pursuant to subsection 9-1303(2)(c), within ten (10) days of such change.
- License holder must remain current on all City of Philadelphia taxes and fines. Failure to do so may result in the denial of permits and/or license renewals.
- A Fire Alarm Inspector or certificate holder shall **NOT**:
 - Practice any fraud, misrepresentation, or deceit in obtaining or renewing a license or certificate.
 - Perform the installation, alteration, repair, testing, servicing, inspection, or certification of a fire protection system in reckless or grossly negligent manner or have engaged in intentional or knowing misconduct in the providing of such services.
 - Violate the codes and/or regulations adopted by the City of Philadelphia.
 - Engage in unfair or deceptive trade practice.
 - Fail to responsibly train or control employees performing under the licensee's supervision.
 - Fail to pay the required annual license fee as established in the Administrative Code.

Declaration and Signature

I, the applicant, will comply with all laws, rules, and regulations of the Commonwealth. I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statement herein, I am subject to the possible revocation of any licenses issued as a result of my false application, and such penalties as may be prescribed by law or ordinance.

Applicant's Signature: _____ Date: _____