

**EAST HANOVER
FIRE
PREVENTION
BUREAU**



**BUSINESS
REGISTRATION
FORM**



Fire Prevention Bureau Township of East Hanover

P.O. Box 34
323 Ridgedale Avenue
East Hanover, NJ 07936
Tel: (973) 887-6854
Fax: (973) 428-3013

FIRE PREVENTION REGISTRANT INFORMATION (please print or type all information)

The Uniform Fire Code states:

The owner of all businesses, occupancies, buildings, structures, or premises required to be inspected under Section 19A.12.1 shall apply annually to the Local Enforcing Agency for a Certificate of Registration upon forms provided by the Fire Official. It shall be a VIOLATION of this ORDINANCE for any owner to fail to return such forms to the Local Enforcing Agency and/or Fire Official within seven (7) days of receipt.. 19A13.2

.....
This area office use only

Local I.D. #: _____ State I.D. #: _____ Registration #: _____
.....

THIS SPACE MUST BE FILLED IN

Date: _____ Occupant Load: _____

SQUARE FOOTAGE: _____ Block: _____ Lot: _____
.....

BUSINESS NAME: _____ PHONE #: _____

STREET NAME & NUMBER: _____ P.O. BOX: _____

MAILING ADDRESS: _____ CITY: _____ STATE: _____
(If different then above)

Do you..... OWN or LEASE the property (circle one)

BUSINESS OWNERS LAST NAME: _____ FIRST: _____

ADDRESS: _____ CITY: _____ STATE: _____

FEDERAL I.D. #: _____ CORP./HOME PHONE NUMBER: _____

BUILDING OWNERS NAME: _____ PHONE NUMBER: _____

MAILING ADDRESS: _____

BUSINESS TYPE: Individual _____ Partnership _____ Corporation _____ Other _____
Government _____ Cooperative _____ Condominium _____ LLC _____

EMERGENCY CONTACTS: (if more then two, additional names can be added to the back of this sheet)

1#: _____ Phone #: _____

#2: _____ Phone #: _____

PREVENT FIRES

ALARMS/SUPPRESSION SYSTEM INFORMATION:

Describe System: _____

Monitoring Company Name: _____

Name of Alarm Company: _____

Phone Number of Alarm Company: _____

A. DESCRIPTION OF USE/OCCUPANCY OF THIS BUILDING/BUSINESS:

B. HAZARDOUS MATERIAL SUBSTANCE:

Under Ordinance No. 31-1989 Section 91-3 Permits. Any owner or lessee who manufactures, processes, handles, uses or stores any hazardous substances on any property shall obtain a **Hazardous Substance Permit** on or before April 1st of the calendar year. Any owner or lessee who is not currently engaged in such activity shall, prior to engaging in such activity obtain a permit from the Fire Official. Application forms to obtain permits under the above ordinance are available at the Fire Prevention Bureau.

C. Under Ordinance No. 31-1989, Section 91-6 Prohibited Substance. The manufacture as a final end product of unstable Reactive chemicals is prohibited in the confines of the Township of East Hanover.

D. PROOF OF OCCUPANCY:

A Certificate of Occupancy if you are owner of the building or an tenants Certificate of Occupancy if you are leasing the building or portion of must be in your possession prior to inspection by the Fire Prevention Bureau.

E. Township of East Hanover has a **Knox Box System Ordinance**, new knox box or key must be provided to the Fire Prevention Bureau.

F. VACATING OF PREMISES:

Upon moving from the location stated on the registration, you **must notify** the Fire Prevention Bureau within **Seven (7) days prior to vacating the premises.**

A Certificate of Occupancy must be obtained from the Construction Official before building is to be occupied or any business is conducted at state location. Upon vacating the place of business or if any new construction takes place, the Fire Official of the Fire Prevention Bureau and the Construction Official must be notified. Any additional chemicals that are added on location must have the Material Data Sheets forwarded to the Fire Prevention Bureau immediately if they are classified as Hazardous Material.

All buildings must be properly marked with visible building numbering of

FAILURE TO DO THE ABOVE SHALL CONSTITUTE SEVERE FINES.

I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION, THAT THE INFORMATION GIVEN IS CORRECT, THAT I AM THE OWNER OR DULY AUTHORIZED TO ACT IN THE OWNER'S BEHALF, AND AS SUCH HEREBY AGREE TO COMPLY WITH THE APPLICABLE REQUIREMENTS OF THE UNIFORM FIRE SAFETY CODE AS WELL AS ANY SPECIFIC CONDITIONS IMPOSED BY THE FIRE OFFICIAL.

PRINT NAME

SIGNATURE

TITLE

DATE

KNOX BOX INFORMATION:

Contents: The knox box will contain updated keys which provide access to the building or structure and each locked area within the building or structure. Sprinkler and elevator keys will also be provided. Each key shall be separately and clearly labeled for each locked area (for example, boiler rooms, electrical rooms, sprinkler control rooms, elevator control rooms, etc.). Any change in key shall be provided to the knox box within 36 hours of such change.

Additionally, information concerning any hazardous materials contained with the building or structure, and a designation as to which part of the building or structure contains such substances, shall also be maintained in the knox box.

**PER EAST HANOVER TOWNSHIP
ORDINANCE!!!!!!!!!!!!**