

City of Aurora



Aurora Fire Department | Fire Prevention Bureau | Javan Cross, Fire Marshal
 77 S. Broadway, Ste. 270 | Aurora, IL 60505-3305
 Office: (630) 256-4130 | Fax: (630) 256-4139 | Email: fpb@aurora.il.us

Fire Alarm User Registration/ Emergency Contact

*Resubmittal is required for any changes that occur to information listed below. * Required field*

*Building Owner _____ Phone # _____
 Address: _____
 City: _____ Zip # _____

*Business Owner _____ Phone # _____
 Address: _____
 City: _____ Zip # _____

*Business Name _____ Phone # _____
 Address: _____
 City: _____ Zip # _____

*Manager Name _____ Phone # _____
 Email: _____ Fax # _____
 Loss Prevention Contact _____ Phone # _____
 Address: _____
 City: _____ Zip # _____

Identify employees who can open the building during off -hours or secure it after an incident. When your alarm and /or sprinkler systems are expected to be out of service for more than four (4) hours in a 24-hour period, you must provide a fire watch or evacuate the building.

****In the event you do not secure a fire watch, it will be provided by the Fire Department at your expense.***

Employee Name	Position /Title	Phone #
1.		
2.		
3.		
4.		

ALARM COMPANY NAME	PHONE #
MONITORING STATION NAME	PHONE #

Fire Prevention Office Use Only

Date Received: _____ Reviewer: _____