



HAWAII FIRE DEPARTMENT

FIRE PREVENTION BRANCH

HILO: 25 Aupuni St. Suite 2501, Hilo, HI 96720 (808) 932-2911

KONA: 74-5044 Ane Keohokalole Hwy, Bldg E. Kailua-Kona, HI 96740 (808) 323-4760

Date: _____

Payment Amount: \$200.00 _____

Received By: _____

Permit Number: _____

For Fire Department Use Only

ASSEMBLY PERMIT APPLICATION

Completed application shall be submitted with payment to the Hilo or Kona fire prevention office. Payment may be cash or check. Checks shall be made out to 'County Director of Finance'.

(To be completed by applicant)

Inspection Type: Initial Annual Date: _____ Time: _____

Business Name: _____ TMK: _____

Address: _____

City/State: _____ Zip Code: _____

Applicant: _____ Phone: _____

Fax: _____ Email Address: _____

Mailing Address for Permit: _____

(To be completed by HFD)

INSPECTION

Place of Assembly Permit Posted: Yes No Maximum Capacity: _____

Occupant Load Sign of Each Assembly Area Posted Near Main Exit(s) Yes No

Emergency Evacuation Plan Posted Yes No Exits Satisfactory Yes No

Staff Proficient in Evacuation Training Yes No Sprinkler Heads 18" from Storage Yes No N/A

H.F.D. Access Satisfactory Yes No Emergency Lighting Satisfactory Yes No N/A

F.D.C. Visible, Capped, & Accessible Yes No N/A Exit Signs Satisfactory Yes No

Extinguishers Satisfactory Yes No

Date Portable Fire Extinguishers Inspected: _____ Inspected By: _____

Fire Alarm Panel Satisfactory Yes No N/A Date Inspected: _____

Inspected By: _____ Inspection Report Maintained on Site Yes No N/A

Sprinkler System Satisfactory Yes No N/A Date Inspected: _____

Inspected By: _____ Inspection Report Maintained on Site: Yes No N/A

Hood System UL300 Compliant Yes No N/A Inspected By: _____

Date Hood Suppression System Serviced (within 6 months): _____

Date Hood and Duct System Cleaned and Tagged: _____ Cleaned By: _____

Hood System Grease Inspection Required Monthly Quarterly Semi-Annually Next Due: _____

Comments: _____

APPLICANT SIGNATURE: _____ DATE: _____

INSPECTOR SIGNATURE: _____ DATE: _____