

ROCKDALE COUNTY FIRE RESCUE

1496 Rockbridge Road
Conyers, GA 30012
770-278-8401



FIRE MARSHAL'S OFFICE

FireMarshal@RockdaleCountyGa.Gov
Office: 770-278-8401

Knox Box Guide

To provide emergency responders access to buildings or occupancies at any time of night or day, the Rockdale County Fire Marshal's Office requires¹ Knox key boxes to be installed in the following locations:

1. Structures or occupancies equipped with fire sprinkler systems.
2. Structures or occupancies equipped with fire alarm systems.
3. Gates which limit emergency vehicle access. Electric gates require a Knox switch. Manual gates may use a Knox Padlock.
4. Other locations as deemed appropriate by the Fire Marshal.

Keys shall be stored in the Knox box providing access to the structure or occupancy. Magnetic cards or keypad codes are **not** acceptable for emergency building entry.

- ☐ To purchase a Knox box, go to: www.knoxbox.com
- ☐ Select the state of Georgia, then select **Rockdale Co Fire Dept** as your department.
- ☐ The 3200 series is most commonly purchased. A tamper switch is an option but is not required.
- ☐ Once the box is received, it should be mounted on the structure near the main entry point (location can be coordinated with our office with an inspection request; select consultation)
- ☐ Mount the Knox box 5 feet from the ground.
- ☐ All keys shall be labeled
- ☐ Whenever locks are updated, contact the Fire Marshal's Office to replace old keys.
- ☐ Once the box is installed, submit an inspection request to have the keys secured in the Knox box.
- ☐ How to access fire inspection request form : www.rockdalecountyga.gov
-> Government -> Fire Rescue -> Documents -> Fire Inspection Request Form

¹ Section 506 of the International Fire Code requires key boxes.