



# Kaufman County, Texas

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**FIRE MARSHAL'S OFFICE**  
**3003 S. Washington**  
**Kaufman, Texas 75142**

**469-376-4110**  
**469-376-4111**  
**469-376-4112**

## **Fire and Life Safety Inspection Instruction Sheet**

Here is an application form and fee schedule for your Fire & Life Safety Inspection. Please complete the application form and return it via mail or by personal delivery to the above address.

**BEFORE YOU RETURN THE APPLICATION FORM**, be sure you:

- Complete all code requirements for the place to be inspected
- Include a copy of your current license and agency contact information (if applicable)
- Include payment of the proper fee
- Include a telephone number where you can be reached easily

Please contact our office to schedule the inspection. Inspections are conducted between 8:00 AM and 4:00 PM, Monday through Friday, unless other arrangements are made. Usually, an inspection is completed within 20 business days after receipt of the inspection fee. If desired, you may request an inspection within 5 business days. There is an additional fee for this service.

The current inspection standard in unincorporated Kaufman County is *NFPA 101<sup>®</sup>, Life Safety Code, 2006 Edition*. Your facility must meet Code requirements at the time the inspection is performed. If violations are found and the inspection is DISAPPROVED, you have 60 days to apply for a re-inspection. The re-inspection fee is 50% of the original fee or minimum of \$25.00. After 60 days, the fee is the same as the original inspection fee.

**THIS OFFICE CAN ONLY ACCEPT EXACT CASH, CHECK, MONEY ORDER OR CASHIERS CHECK FOR THE REQUIRED INSPECTION FEE.** Credit cards are not accepted. We do NOT recommend sending cash unless you are going to deliver the application in person. Failure to submit proper payment with your application will delay your inspection. All applications will be retained for 30 days. After 30 days, you will be required to submit a new application and fee.

If you need additional information or clarification, please call our office

Monday through Friday, 8:00 a.m. - 4:00 p.m.