



PORTLAND FIRE & RESCUE



Dan Saltzman, Commissioner
 Nate Takara, Fire Marshal
 Prevention Division
 1300 SE Gideon Street
 Portland, OR 97202
 (503) 823-3770
 Fax (503) 823-3969

LOCAL FIRE ALARM QUARTERLY TEST REPORT FORM

OCCUPANCY NAME: _____

ADDRESS: _____

OWNER / AGENT: _____ PHONE: _____

MAILING ADDRESS: _____

Portland Fire Code (PFC 901; NFPA 72 Chapter 10) requires that the person in charge of a building where a manually operated, local fire alarm system is installed, shall test the system at least quarterly to ascertain whether or not the system is in working order. Defects in the alarm system shall be corrected immediately. Quarterly, is defined as every three months, January, April, July, October, and so forth.

A record of the past three year's quarterly tests shall be kept on the premises and surrendered to the Fire Inspector upon request.

For further information, contact the Fire Marshal's Office at (503) 823-3770

TEST DATE (M / DAY / YR)	SIGNATURE	COMMENTS