



TOWNSHIP OF SPRING

Department of Public Safety Fire Marshal's Office

BERKS COUNTY, PA
2850 WINDMILL RD.
READING, PA 19608
Tel. (610) 678-5393
ext 1360
Fax. (610) 678-4571
thatt@springtwpberks.org

Key Boxes- KNOX BOXES

The International Fire Code 2018 Edition states where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life saving or firefighting purposes it is required to have a key box installed in an approved location. The key box shall be the approved type, which is the KNOX BOX (Knox Box only / www.knoxbox.com) and shall contain the keys to gain necessary access as required.

An approved KNOX LOCK shall also be installed on gates or similar barriers if applicable.

The owner or operator of the building shall notify the fire code official immediately to change the keys if the locks are changed or re keyed.

This is for all commercial properties; however, this product can be used at single family residents.

To order the KNOX BOX you must go to the following web site: www.knoxbox.com.

- Once on the site you may choose the 3200 series Knox Box or the right product for your needs.
- You must make sure the order is keyed to the Township of Spring Fire Rescue Services.
- After the order is made and payed for I will receive an email to approve the order.
- This is where we make sure it is keyed to the correct fire department and it is the right product for your location.
- After the order is approved, it will be delivered to your location.
- After you receive the box, it must be securely mounted on the exterior of the structure approx. 6 feet off the ground but exceptions can be made.
- It is preferred to be on the address side/front side of the structure but exceptions can be made.
- After it is mounted, you must then have the necessary keys for access and call us to lock them into the box.