



Capt. Robert DaCosta

City of Fitchburg, Massachusetts

FIRE DEPARTMENT

33 North Street
Fitchburg, MA 01420

978-345-9678
FAX: 978-345-9589

SUPRA KEY-SAFE PROGRAM INSTRUCTIONS

RESPONSIBLE PARTY

Kidde has moved to the online ordering method in order to protect customer information, and provide a faster, more secure ordering process. Please note: It may take several weeks to receive lock box, so please plan accordingly.

- I. Rapid Entry System Lock Boxes by Kidde are available for purchase online at [Rapid Entry Key Lock Boxes | Kidde Lockbox \(shopkidde.com\)](https://shopkidde.com/key-lock-boxes)
Select Fitchburg Fire Department, then search for Supra Safe 2HS box.
Fitchburg Fire requires Supra Safe 2HS – <https://lockbox.shopkidde.com/suprasafe-2hs-key-lock-box>
Add to Cart. Complete Checkout by creating an account and place your order.
- II. When the key-safe arrives, **schedule an appointment**, by calling **978-345-9678**. The inspector will meet you at your location to discuss the property key-safe mounting height and location. **Please DO NOT Mount the key-safe until this has been done.**
- III. After the key-safe is installed, call Fire Prevention to make arrangement to have the keys locked in the key-safe.
- IV. Before his arrival, have keys **clearly tagged** with the location's address and what the keys are for. This will assist the responding emergency personnel in quickly accessing the specific incident area.

Although Fitchburg is a member of the Knox Box program, we DO NOT USE the Knox Box Key Safes. Any order of Knox Box Key Safes will be denied.