



Capt. Ryan D. Cringan
Pvt. Michael A. Torres

City of Fitchburg, Massachusetts

FIRE PREVENTION BUREAU

33 North Street
Fitchburg, MA 01420

978-345-9672
FAX: 978-345-9589

SUPRA KEY-SAFE PROGRAM INSTRUCTIONS

RESPONSIBLE PARTY

- I. Rapid Entry System Lock Boxes by Kidde are available for purchase online at <https://lockbox.shopkidde.com/>.

Entry System Lockboxes are no longer available for purchase using an order form by phone, fax, or standard mail. Kidde has moved to the online ordering method in order to protect customer information, and provide a faster, more secure ordering process. To set up an account, select Fire Department then enter your information. After setting up an account, select the Fitchburg Fire Department and checkout using a credit card.

Fitchburg Fire requires Supra Safe 2HS – <https://lockbox.shopkidde.com/supra-safe-2hs.html> the Key code is OB429.

Please note: It may take several weeks to receive lock box, so please plan accordingly.

- II. When the key-safe arrives, **schedule an appointment with Private Torres**, by calling the Fire Prevention Clerk at **978-345-9672**. 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.