



CITY OF WOODRUFF

231 E. Hayne Street
Woodruff, SC 29388

Phone: 864-476-8154 Fax: 864-476-8119

www.cityofwoodruff.com

KEY BOXES

The International Fire Code requires a Key Box of an approved type installed and to contain keys to allow access to the structure and or area for life-saving or fire fighting purposes.

The Owner/ Operator of the building shall immediately notify the fire department and provide new keys when locks are changed or re-keyed.

The key to such lock shall be placed in the Key Box.

Please contact the City of Woodruff Fire Chief at 476-8121 for details about the Key Box and location before occupying the building.

Signature

Date

*** It shall be the policy on the Building & Zoning Official that the key box will be in place prior to the release of the permanent power or certificate of occupancy being issued.*