



Sheridan Fire-Rescue  
Office of the Fire Chief  
151 S. Scott St.  
Sheridan, WY 82801  
307-672-6126



## TEMPORARY FIRE WATCH

This document is being provided due to a fire protection and/or life safety system being off-line or out of service. Performing a fire watch allows the building owner/occupant to maintain operations while life safety issues are being addressed.

**Property Name**

**Owner**

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**Street Address**

**City**

**State**

**Zip**

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**Property Contact / Representative**

**Phone**

**Title**

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**Life Safety System Issues**


This document shall serve as your official fire watch notice. Repairs, maintenance, or testing of any life safety system shall be completed as quickly as possible. The owner/occupant shall adhere to the following requirements of the 2021 International Fire Code listed below and a fire watch log sheet shall be maintained during this time. (See back)

**403.11.1 Fire Watch Personnel.** Where, in the opinion of the *fire code official*, it is essential for public safety in a place of assembly or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest or activity, the *owner*, agent or lessee shall provide one or more fire watch personnel, as required and *approved*.

**403.11.1.1 Duty Times.** Fire watch personnel shall remain on duty while places requiring a fire watch are open to the public, or when an activity requiring a fire watch is being conducted.

**430.11.1.2 Duties.** On-duty fire watch personnel shall have the following responsibilities: Keep diligent watch for fires, obstructions to *means of egress* and other hazards; Take prompt measures for remediation of hazards and extinguishment of fires that occur; Take prompt measures to assist in the evacuation of the public from the structures.

**Signature of Responsible Party / Recipient**

**Title**

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**Fire Officer**

**Fire No**

**Date**

**Time**

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VISION: We embrace "Our City" and its historical Western lifestyle and values while being focused on socio-economic diversity with open eyes, minds, and hearts in keeping Sheridan the community of choice for all.

# FIRE WATCH LOG SHEET

Fire Watch Personnel shall keep a log of their activities. Fire watch personnel shall keep diligent watch for fires, obstructions to means of egress (exits) and other hazards during the time such place is open to the public or such activity is being conducted and take prompt measures for remediation of hazards, extinguishment of fires that occur and assist in the evacuation of the public from the structures.

[illegible]

