



Gary E. Beck, Jr.  
Building Inspector

**THE CITY OF POUGHKEEPSIE  
NEW YORK  
BUILDING DEPARTMENT  
62 CIVIC CENTER PLAZA, 2<sup>ND</sup> FLOOR  
POUGHKEEPSIE, NY 12601  
Phone: (845) 451-4007 Fax: (845) 451-4006**

## **Fire Alarm Installation Details**

**Installation must be done by a New York State licensed alarm installer.**

**A Master Electrician may install a fire alarm system, providing he/she has a New York State endorsement for fire alarm installation.**

- 1. Obtain a Building permit package**
- 2. Submit the permit application, with appropriate fees, and a detailed installation plan for the system to be installed**
- 3. A copy of the New York State Alarm installer license or Master Electricians endorsement is required to be supplied with the application**
- 4. After installation is complete, and ready to be tested, an appointment should be made with the Building Inspector assigned to the project**
- 5. Appointments should be called for at least 48 hours in advance to insure timely scheduling.**
- 6. After testing, the installation permit will be closed out**