



# Hurst Fire Department

*"Making the Difference"*

## Required Forms for Plan Submittal

### Attention Contractors Please Read!

The following form and the permit application are to be legibly completed by the licensed contractor. Incomplete applications and submittals will be returned without review. All plan submittals shall include at least two (2) hard copy sets of plans, along with a flash drive or other media containing a PDF version, to include all submissions, calculations, and specification sheets for fire department retention. All plans shall be submitted at 2100 Precinct Line Rd. Hurst, TX. All Plans shall include the following as applicable to submittal:

- Copy of signed Contract (Both Parties)
- Square Footage
- Location of Doors
- Intended Use of each Room
- Location of FDC/FACP/FAAP, Fire Pump, Generator, Mechanical Rooms, Electrical Rooms
- Plans shall be Clear, Legible and all sheets in Common and Appropriate Scale
- "Wet" RME Signature and Stamp on All Drawings and Calculations
- Directional (North) Arrow
- Flow Data Information to include date and location
- Copy of all applicable State Licenses (Designer, Installer, Company)

#### **Additional Requirements:**

- Meets specific submittal requirements for type of installation, i.e., Sprinkler, Fire Alarm, Hood Suppression System, Generators, and Access Control Systems etc.
- Product Specification Sheets to verify requirements and listing
- Signed Letter or Copy of Agreement between RME (Engineer) and Company if working as third party designer

**\*Please Note: If any of the above required items are missing, plans will be returned without review.**