



Eagle River Fire Protection District Fire Alarm Submittal Requirements

Permit applications can be emailed to prevention@eagleriverfire.org or submitted in-person at the Eagle River Fire Protection District (ERFPD) administrative offices during business hours: Monday – Thursday 9:00 am to 4:00 pm, Fridays and after hours are by appointment only.

Applications will not be reviewed until payment is received, see the fee schedule for payment amount. At this time, ERFPD can only accept check payments.

Incomplete applications will be returned.

Eagle River Fire Protection District
Attn: Prevention Bureau
PO Box 2942
1050 Edwards Village Blvd
Edwards, CO 81632

Fire Alarm – Scope of Work (SOW)

- Signed permit application.
- Check for the correct amount, made out to ERFPD.
- Copy of the approved Building Permit – issued by Town of Avon, Eagle County, Minturn or Redcliff.
- Current copy of CO Division of Fire Safety registration.
- Current copy of contractor's license for the Town of Avon (if applicable).
- Detailed Scope of Work Memo on company letterhead, signed.
- Cut sheets, if needed.
- SOW must be signed by NICET III or above, or a Fire Protection Engineer (FPE).
- Copy of the signed contract may be requested to verify job valuation.

Fire Alarm – Full Submittal (new construction or significant remodel)

- Signed permit application.
- Check for the correct amount, made out to ERFPD.
- Copy of the approved building permit – issued by Town of Avon, Eagle County, Minturn, Redcliff or CO Division of Fire Safety.
- Current copy of contractor's license for the Town of Avon (if applicable).

PO Box 2942, 1050 Edwards Village Blvd, Edwards CO 81632
Phone: 970-736-5064 or 970-748-4739 Fax: 970-949-7965
Email: prevention@eagleriverfire.org
Revised: 1/2024



- Plans (PDF is preferred):
 - PDF of plan set, cut sheets, and hydraulic calculations **OR**
 - Minimum of 3 sets of plans – ¼” scale, cut sheets and hydraulic calculations
 - Plans signed by NICET III or above, or a Fire Protection Engineer (FPE).
- Voltage drops and battery calculations: either separated or included on the plans.
- One site plan.
- One reflected ceiling plans and interior elevations.
- Copy of the signed contract may be requested to verify job valuation.

Current Codes

- 2021 IFC (International Fire Code) and ERFPD Amendments.
- 2021 IBC (International Building Code).
- FS – 2019 NFPA 72 (National Fire Protection Association).

All info and forms can be found on the ERFPD website: www.eagleriverfire.org.