



TOWN OF AMHERST
Fire Safety Division

5583 Main St – Lower Level
 Amherst, New York 14221
 Phone (716) 631-7140
 Email: firesafety@amherst.ny.us
www.amherst.ny.us/firesafety

KNOX BOX REQUIREMENTS

Provides emergency responders with immediate access to secured structures or areas during life-saving or fire-fighting operations. Installed in approved locations, these key boxes reduce delays caused by locked openings, ensuring faster and safer emergency response.

Applications: Ordering online at www.knoxbox.com. Follow these steps:

- Step 1: Click on 'START HERE' button (top left)
- Step 2: Enter address of the building
- Step 3: "Amherst Fire Safety Div" should be the default. Click on 'Confirm Department' button
- Step 4: Click 'SHOP PRODUCTS' button (top left) and select the correct product you are looking to purchase
- Step 4: Choose your product, confirm the installation address, and add to cart.
- Step 5: Complete the checkout process.

Note: Your order will require pre-authorization prior to the sale.

Location: Install to the right of the main entrance or entrance where the fire alarm panel is located.

Height: A height of approximately 5 feet above grade level.

Sticker: Locate on main entrance door near the door lock.

Keys required:

- ◆ Building main entrance key / master key
- ◆ Fire alarm keys
- ◆ Fire sprinkler riser room
- ◆ Elevator firefighter service key
- ◆ Elevator room key *(if applicable)*
- ◆ Elevator hoist way key

Where required:

- ◆ Any Buildings or Occupancies with:
 - 1) Fire Sprinkler systems
 - 2) Fire alarm systems
 - 3) Elevator
 - 4) Specialized Hazards or Equipment

When to notify the Fire Inspector:

- ◆ Change in occupants
- ◆ Any changes to the building keys or systems



3200 Series
 Surface or
 Recess Mount



4400 Series
 Surface or
 Recess Mount



Elevator Box