



**PLEASANTVIEW**  
**FIRE PROTECTION DISTRICT**  
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## **KNOX-BOX INFORMATION**

### **Introduction**

The Pleasantview Fire Protection District has been using the **KNOX-BOX®** Rapid Entry System for over 20 years. This system was specifically developed for fire departments to gain access to commercial and residential property in case of an emergency. More than 9,000 fire departments nationwide use Knox® key boxes. The KNOX-BOX® rapid entry system is a secure emergency access program developed for property owners and fire departments. When a fire breaks out or there is a medical emergency, Knox® products allow immediate entry into buildings and property without forced entry damage or delay.

### **How does it Work?**

The use of a rapid Entry Key Box System, or Knox Box®, key box system. The Knox Box® can securely store keys, access cards, or key fobs or gain access to a building. This information is intended to outline the requirements for the proper type and installation of secure key boxes and padlocks. When emergency access is required, the arriving Pleasantview Fire Protection District member in charge removes the key from the special security device in their Fire Department vehicle and opens the Knox box to remove the building access keys. After use, the Pleasantview Fire Protection District member returns the entrance key to the key box and locks it, and then returns the special Knox box key to the security device inside the emergency vehicle. All keys stored inside the Knox Boxes must be properly tagged and identified.

### **Location of the Knox Box**

The Knox Box® shall be installed within 10 feet of the main entrance. All Knox Box® systems shall be installed a minimum of 4 feet and maximum of 6 feet from finished grade. Additional key boxes may be required based upon access, use of the occupancy and size. Note: Commercial buildings shall have Knox Box® installed by the outside fire alarm strobe.

### **Access Controlled Gates**

A Knox® Padlock or is required on all manual access controlled gates, when the gates obstruct the fire lane or otherwise obstruct access for emergency response. In addition, a Knox® Key Switch (KS-2) is required for all automatic access gates.



**KNOX®**

*When seconds matter™*

Serving the Communities of Burr Ridge, Countryside, Hodgkins, Indian Head Park, LaGrange Highlands. Unincorporated Cook County and Willowbrook for Over 65 Years

## Specifications

The minimum key box acceptable is the 3200 Series. For multi-tenant, multi-story and larger commercial buildings a 4100 or 4400 Series will be required. Buildings housing an elevator are required to install a Knox® Elevator/Lobby Box. The 1650 Residential KNOX-BOX is ideal for individuals for their homes. Consideration should be given to the intended use of the building when selecting the key box and number of access points.

## How to Order a Knox Product

All Knox® products for the Pleasantview Fire Protection District may be ordered online through <http://www.knoxbox.com/> or if preferred, you may pick up an application in our office at 1970 Plainfield Road LaGrange Highlands, IL 60525 lower level. You can contact us at (708) 352-9229, or Fax (708) 784-0386. If you want product information or installation instructions contact Knox at <http://www.knoxbox.com/store/lit.cfm> or call 1-800-552-5669.

Steps to Obtaining and Installing the Knox Rapid Entry System:

1. Go to the Knox Box website [www.knoxbox.com](http://www.knoxbox.com)
2. Click on "Knox Product Buy Now" to determine your product choice.
3. Enter "Pleasantview FPD" or the address where the Knox Box will be located.
4. On "Select Your Public Safety Department Below Page" You will have four choices
  - a) **Pleasantview FPD Lagrange Hlds, Illinois 60525-3709**
  - b) Pleasantview FPD Lagrange Hlds, Illinois 60525-3709 Hodgkins Police;
  - c) Pleasantview FPD Lagrange Hlds, Illinois 60525-3709 Countryside Police;
  - d.) Pleasantview FPD Lagrange Hlds, Illinois 60525-3709 Burr Ridge Police.
5. Please select the first department choice "Pleasantview FPD Lagrange Hlds, Illinois 60525-3709".
6. Then choose your product choice and then click on: "Select & Configure or ADD to Cart".
7. The 1650 Residential Knox-Box is ideal for individuals for their homes. For commercial buildings Knox Box 3200 series for ten keys or less or the Knox Vault 4400 series for more than ten keys. The item to be purchased will be displayed, and fill in all required fields.
8. Please enter product installation address below and fill in all required fields.
9. Click "Submit"
10. Click "Buy" to begin the order process.
11. Click "submit".
12. Once your Knox Box is purchased, the Knox Company will ship your box directly to you.
13. The building owner is responsible for installation and maintenance of the Knox key box. Once the Knox key box is installed, the building owner contacts Pleasantview Fire Protection District at (708) 352-9229 to arrange for the appropriate access key to be placed inside the box. After the box has been locked, future access to add or remove a key from the box should be coordinated through the Pleasantview Fire Protection District.