

**CARTERET COUNTY SCHOOLS WAREHOUSE
FIRE EXTINGUISHER SERVICE REQUEST FORM**

FAX to: 728-7979

or

EMAIL to: warehouse@carteretk12.org

This form is to be used when requesting servicing of all Fire Extinguishers. This includes used or discharged extinguishers, gauges that are not in the "green," and missing tags, pull pins or plastic tamper seals.

Please do not call our contracted service company directly.

For replacement extinguishers due to: Missing Extinguisher, Unserviceable, or Change of Type, you must submit a Work Order request via MySchoolBuilding.com instead of this form.

Please place the FE needing service in the school office on the morning that the delivery route comes to your location (West side – M, W, F, East Side - T, Th)

Date: _____

Facility Name: _____

Specific Location where FE is mounted (include bldg and room number or nearest room if in hallway):

Type of Extinguisher: CO2 10 lb. ABC 5 lb. ABC 2.5 lb. ABC Other: _____

PROBLEM: Missing Inspection Tag Missing Pull Pin Missing Tamper Seal for pull pin

Used/ Discharged/ Gauge not in "green"

Other (describe): _____

How is FE secured to mounting board? By "J" Hook By 2 Pronged Collar

Replacement Fire Extinguisher delivered to school:

SCHOOL SIGNATURE: _____ DATE _____

Fire Extinguisher needing service picked up from school:

DRIVER SIGNATURE: _____ DATE _____

Please use a separate form for EACH FE that needs service