

KNOXBOX

ONLINE ORDERING PROCESS

KNOXBOX.COM

City of San Luis Obispo utilizes express ordering.
Property owners can purchase KnoxBoxes directly from **KNOXBOX.COM**

- 1** Visit the **KnoxBox.com** website:
 - Click the red **BUY** button located in the upper righthand side of the screen
 - Using a mobile device: **Click Choose your local fire department**
- 2** For **Your Location** select California
- 3** For **Local fire department/agency** carefully select “**San Luis Obispo Fire Department**”
(there are other San Luis Obispo options – ensure your selection exactly matches the correct name)
- 4** Select “**Commercial KnoxBoxes**”
 - Choose the **KnoxBox 3200 (color: black)**
- 5** **Installation Address Field:** Enter the address where the box will be installed and add to your cart

PLEASE NOTE:

- Boxes ship in the open position
- **Installation:**
 - Installation must match the installation address provided during the purchasing process
 - Install between 5 and 6 feet above grade
- **Once installation has been completed call the San Luis Obispo Fire Department at: (805) 783-7775 to schedule an appointment for an inspector to meet you at the site address to complete the locking process**
 - Leave a voice message with the reason you are calling, your name, a contact number, and the installation address
- **Once a date and time has been scheduled the inspector will meet you at the site and they will install the key and lock the box.**

The standard box for properties within the **City of San Luis Obispo** is the black model 3200 in either a recess or surface mount option. The box needs to be installed in a location approved by the fire department at a height between 5 and 6 feet above grade. A tamper switch is not required.

Call the Inspection Line with your questions at **805-783-7775**