



Phoenix Fire Department

Fire Prevention

Assisted Living Facility Permit Application F422

- An operational permit for assisted living facilities shall be required for a fire inspection which is conducted upon opening and once every three years or upon change of ownership, and complies with the Arizona Department of Health Services (ADHS) requirements.
- This includes assisted living homes R-3 (1-5 beds), R-4 (6-10 beds), assisted living centers (11 or more beds), residential group homes, supervisory care, adult day health care and adult foster care.
- Prior to submitting this application you must have the following:
 - ✓ Zoning Approval
 - ✓ Green-tagged Development Service Department RSME Permit (Certificate of Occupancy)
 - ✓ Green-tagged Fire Sprinkler Permit (6 beds or more)

Permit Fee:
\$135 base fee plus
\$10 per licensed bed

Base Price = **\$135**

Number of State Licensed Beds _ _____ x \$10 =

Total Cost of Permit =

Business Information	
DHS License Number:	Number of State Licensed Beds:
Name of Facility:	
Facility Address:	
Facility Major Cross Streets:	
Owner of Facility:	
Owner Phone:	
On-site Contact Name:	
On-site Phone:	On-site Fax:
Contact for Inspection:	Phone:
Payment is due at the time of application submittal. All fees are non-refundable. Inspection will not be scheduled until payment is processed.	
Permit applications may be faxed to 602-271-9243, submitted in person weekdays from 8:00 a.m. to 4:30 p.m., or mailed to: Phoenix Fire Department Fire Prevention 150 S. 12 th Street Phoenix, AZ 85034 Permit questions call: 602-262-6771 or online at www.phoenix.gov/fire/fireprevention	
FP OFFICIAL USE ONLY	
Payment Received:	Check # <input type="checkbox"/> Credit Card <input type="checkbox"/> Cash
Date Received:	Received By:



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Credit Card Payment Form

This form does NOT qualify as the permit application, a separate permit application must be submitted

Name of Business, Event, or Permit Number:	
Business, Event Location or Job Address:	
Name of Event (if applicable):	
Credit Card Number:	
Expiration Date:	Billing Zip:
Cardholder Name:	Amount to be Charged:
Contact Name:	Phone Number:
Other Instructions (i.e. fax receipt):	
Payment is due at the time of application submittal. All fees are non-refundable.	
Credit Card Payments may be faxed to: 602-271-9243 or submitted in person weekdays from 8:00 a.m. to 4:30 p.m., or mailed to:	
Phoenix Fire Department Fire Prevention 150 S. 12 th Street Phoenix, AZ 85034	
Questions call: 602-262-1699 or online at www.phoenix.gov/fire/fireprevention	

Please note: This form will be destroyed once payment has been processed