



Department of Military Affairs and Public Safety

Cabinet Secretary Jeff S. Sandy, CFE, CAMS

State Fire Marshal Kenneth E. Tyree, Jr.

Phone: (304) 558-2191 Fax: (304) 558-2537

OFFICE OF THE STATE FIRE MARSHAL

1207 Quarrier St, 2nd Floor

Charleston, WV 25301

www.firemarshal.wv.gov

Request for Final Inspection

Project Name: _____ County: _____

Address: _____ City: _____

General Contractor Name/Contact Information (Phone Number): _____

System	Expected Completion Date	Contracting Co. Name	Phone #
Fire Alarm			
Sprinkler			
Automatic Extinguishing			
HVAC			
Electrical			
Mechanical			
Elevator			

***All Contractors shall be present for final inspection. **Complete this form and submit to this office by mailing it to the address listed above, by faxing it to the number listed above, or by emailing it to dawn.d.owens@wv.gov**

****Requests need to be received 2 weeks prior to needing final inspections.**