



**NORTHERN ARIZONA CONSOLIDATED FIRE DISTRICT #1**  
**2470 E Butler Ave, Kingman, AZ**  
**86409 Business (928)757-3151 FAX**  
**(928)757-5316**

## **COMMERCIAL BUILDING PLAN SUBMITTAL CHECKLIST**

### **I REQUIRED DOCUMENTS - ALL SUBMITTALS:**

1. 1 CD with all sealed and complete plans and submittal documents in PDF format. [AZ State Library Public Records]. Or plans sent electronically to email address:  
[nacfdadmin@northernazfire.com](mailto:nacfdadmin@northernazfire.com)
2. Fire system submittals may include fire sprinkler, fire alarm, kitchen hood systems, alternate suppression systems and fire extinguisher size and placement. This list is not inclusive of the requirements.

### **II SEND COMMENTS CONTACT LIST**

(Please direct city staff where to send Plan Review Comments by fax or e-mail)

- Architect of Record fax #: \_\_\_\_\_ E-mail: \_\_\_\_\_
- Structural Engineer fax #: \_\_\_\_\_ E-mail: \_\_\_\_\_
- Civil Engineer fax #: \_\_\_\_\_ E-mail: \_\_\_\_\_
- General Contractor fax #: \_\_\_\_\_ E-mail: \_\_\_\_\_
- Owner fax #: \_\_\_\_\_ E-mail: \_\_\_\_\_
- Other \_\_\_\_\_ fax #: \_\_\_\_\_ E-mail: \_\_\_\_\_

I, the undersigned, am the responsible party for this permit application. The above noted documents have been prepared, compiled and submitted for the project named and located as stated below:

Project: \_\_\_\_\_ Project Address: \_\_\_\_\_

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

*It is recommended that an appointment is scheduled to discuss the project prior to submittal of the drawings. Please contact Northern Arizona Consolidated Fire District #1 at 928-757-3151.*