



Edina Fire Department Residential Key Box Order and Installation Instructions

The Knox Company is the approved vendor for the Edina Fire Department for key boxes. A master key, possessed only by the Fire Department, can open all Knox-Boxes in Edina, allowing emergency personnel quick access into a building in the case of a medical or fire emergency. Only the Edina Fire Department will be able to open your Knox-Box and only in an emergency situation.

Residential **Knox Boxes** are available at www.KnoxBox.com.

Please follow the steps listed below to ensure timely processing and delivery of your Fire Department Key Box:

1. Order a Residential key box online at www.KnoxBox.com.
2. The key box will be delivered to you. Have the key box installed no more than 5 feet above the ground.
3. Make sure you have a working duplicate key(s) for the door.
4. Following the installation of the key box and duplication of keys, call the Fire Prevention Bureau to make arrangements to enclose your key(s) and secure the cover to the key box.

Keep in mind that in the event that you change locks or keys, you will need to contact the Fire Prevention Bureau to change the key(s) in the key box.

If you have any questions, please contact the Fire Prevention Bureau at **952-826-0339**.

CITY OF EDINA FIRE-RESCUE & BUILDING INSPECTIONS

Edina Fire Department • Station No. 1 • 6250 Tracy Avenue • Edina, MN 55436 • 952-826-0330

Building Inspections • 4801 West 50th Street • Edina, MN 55424 • 952-826-0372

EdinaMN.gov • Fax 952-826-0390