



## Residential Lockbox Program

### WHAT IS A LOCKBOX?

- Lockbox is a 2" x 4" mini-safe case made of hard steel and brass.
- The Lockbox is available for a fee of \$65.00 and is installed by Fire personnel a few days after you purchase it. (Fee includes installation)

### WHERE IS IT INSTALLED?

- The Lockbox is installed on the hinged side of the front door approximately 4 feet from the ground.

### WHAT CAN BE PLACED IN A LOCKBOX?

- Resident will have a master key/s available to place in the Lockbox the day of installation.
- Resident may also place emergency contact information (business card size)

### WHAT ARE THE BENEFITS OF A LOCKBOX?

- In case of any medical/fire emergency; Fire Fighters can immediately have access to your home.
- Forced-entry is not necessary.
- There will not be any entry door damage.
- Only the Fire department has the special key required to unlock the Lockbox.

### HOW DOES A RESIDENT PURCHASE A LOCKBOX?

- **In person:** City of Surprise Revenue Division—16000 N. Civic Center Plaza Surprise, AZ 85374
- **By Mail:** We can mail you the form, then you mail it with \$65.00 check to City of Surprise Revenue Division—16000 N. Civic Center Plaza—Surprise, AZ 85374.
- If access to the Internet is available: Visit [surpriseaz.gov/fire](http://surpriseaz.gov/fire) and you may print form from the Fire-Medical department's site.
- Administrative personnel will contact you to schedule an appointment a few days after purchase.

If you have any questions please call  
Surprise Fire-Medical Administration at 623.222.5000



**Always There, Always Ready**

