



Henry County Building Department

140 Henry Parkway, McDonough, Ga. 30253

770-288-6051 * Fax # 770-288-6188

To Whom It May Concern:

Listed are the forms you will need at the time any Fire Alarm plans are submitted to the Henry County Building Department for Plan Review. We are here to serve you. Therefore, please contact this department should you have any questions or concerns.

When requesting a Fire Alarm Permit in Henry County you must submit the following information :

- **Four sets of fire alarm drawings.** Include 3 copies of any battery calculations. Note all fire alarms are permitted on a Commercial Electrical Permit.
- **Proper Paperwork,** Commercial Route Sheet, Commercial Electric permit application, Plan Review Fee.
- **Copy of the Electrical Contractor's current Business License, State License, and Driver's License of the card holder.**

Always ask a representative in our department when in question. We will not be able to accept plans for review until such information is provided. Once all has been submitted we can "start" to process the Plan Review. Please allow 8 – 10 business days for review once the plans and paperwork have been received. Please note additional fees included will be a fire department fee as well as the electrical permit fee.

Should you have any questions do not hesitate to contact the Fire Department @ 770-288-6631.

Thank You

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