

Smoke Alarm and Carbon Monoxide Maintenance Information for Tenants and Occupants in Rental Units

The Ontario Fire Code requires that every place of residence have smoke and carbon monoxide alarms installed and kept in working condition. Smoke and Carbon Monoxide alarms are very important for the safety of you and your neighbors by giving early warning of fire. Your landlord is responsible for installing smoke and carbon monoxide alarm, failure to do so may result in a \$360 fine.

Your residence has been provided with a ___ smoke alarm (s) and ___ carbon monoxide alarm (s) that is

Battery operated

Hard-wired

A summary of main features and the operation of the smoke and carbon monoxide alarms have been prepared by the landlord and are attached.

For your protection, you are encouraged to take part in ensuring that the smoke and carbon monoxide alarms are operational and to co-operate with the landlord in carrying out the necessary testing and maintenance.

Here are some steps that you can take:

- Notify the landlord when the low battery signal is activated (on battery operated smoke and carbon monoxide alarms) and make arrangements for replacement of battery.
- Notify the landlord if the “power on” indicator goes out (on electrically wired smoke and carbon monoxide alarms) and arrange for appropriate repairs.
- Notify the landlord if the smoke and carbon monoxide alarms are damaged and make arrangements for the repair replacement of the unit.
- When you have been absent for seven or more days (such as vacation), test the smoke and carbon monoxide alarms to be tested to ensure that the alarms operable (on battery operated alarms only.) Notify Landlord if there is a problem.
- Notify the landlord of any electrical problems that may affect the operability of electrically wired smoke and carbon monoxide alarms.
- Contact your local fire department if you have serious concerns about the operability of your smoke and carbon monoxide alarm or any other fire safety matters in your building

The Fire Code specifies that “no person shall intentionally disable a smoke or carbon monoxide alarm so as to make it inoperable.” A tenant or any other person who intentionally disables a smoke or carbon monoxide alarm is guilty of provincial offense and may be a subject to fine of \$360.

Smoke and Carbon Monoxide Alarm Maintenance Checklist

Address/Suite Number: _____

Date: _____

Smoke and Carbon Monoxide alarm has been testing as a result of:

<input type="checkbox"/> Routine test and maintenance	<input type="checkbox"/> Extended absence of occupants
<input type="checkbox"/> Annual test and maintenance	<input type="checkbox"/> Complaint
<input type="checkbox"/> Change of tenancy	<input type="checkbox"/> Other

A. ROUTINE TEST AND MAINTENANCE

YES NO

(1) Smoke/Carbon Monoxide alarms are securely fastened to the wall or ceiling.	<input type="checkbox"/>	<input type="checkbox"/>
(2) Smoke/Carbon Monoxide alarms shows no evidence of physical damage; Paint application or extensive grease and dirt accumulations.	<input type="checkbox"/>	<input type="checkbox"/>
(3) Ventilation hole on the smoke/carbon monoxide alarms are clean and free of obstructions.	<input type="checkbox"/>	<input type="checkbox"/>
(4) Smoke/Carbon Monoxide alarms signal sounds when the test device is operated.	<input type="checkbox"/>	<input type="checkbox"/>

B. ANNUAL TEST AND MAINTENANCE

YES NO

(1) Smoke/Carbon Monoxide alarms are securely as fastened to the wall or ceiling.	<input type="checkbox"/>	<input type="checkbox"/>
(2) Smoke/Carbon Monoxide alarms shows no evidence if physical damage; Paint application or extensive grease and dirt accumulations.	<input type="checkbox"/>	<input type="checkbox"/>
(3) Smoke/Carbon Monoxide alarms have been vacuumed.	<input type="checkbox"/>	<input type="checkbox"/>
(4) Smoke/Carbon Monoxide alarms are powered by, AC wiring, standard battery, long life battery that expires _____. For battery operated smoke alarms. Battery has been replaced and securely connected to the clips. Battery is of the type _____ as recommended by the manufacturer. Battery terminals are free corrosion and signs of leakage.	<input type="checkbox"/>	<input type="checkbox"/>
(5) Smoke/Carbon Monoxide alarms signal sounds when the smoke/carbon monoxide alarms are tested. Using smoke produced from burning: <input type="checkbox"/> incense stick, <input type="checkbox"/> punk stick, or <input type="checkbox"/> cotton string.	<input type="checkbox"/>	<input type="checkbox"/>

C. SERVICING AND REPLACEMENT

Smoke/Carbon Monoxide alarms has been serviced as follows:

Smoke/Carbon Monoxide alarms has been replaced as a result of:

- | | |
|--|--|
| <input type="checkbox"/> Failure to sounds alarm during test | <input type="checkbox"/> Frequent false alarms |
| <input type="checkbox"/> Physical damage | <input type="checkbox"/> Battery leakage |
| <input type="checkbox"/> Painted exterior case | <input type="checkbox"/> Age |
| <input type="checkbox"/> Excessive stains, grease, or dirt accumulations | <input type="checkbox"/> Other _____ |

Name of tenant (Please print/signature/date):

Agent Landlord (Please print/ signature/date):
