

# Request for Service

For fire-related services, inspections, or requests for information, please complete all sections below. Payment can be made by credit or debit card, **exact** cash, or cheque payable to the **Treasurer City of Toronto**. Completed forms may be submitted by mail to the appropriate Command Office, or by email to [TFInspections@toronto.ca](mailto:TFInspections@toronto.ca).

North Command	East Command	South Command	West Command
North York Civic Centre 5100 Yonge Street Toronto, ON M2N 5V7 Tel: 416-338-9150	Scarborough Civic Centre 150 Borough Drive, 4th Fl. Toronto, ON M1P 4N7 Tel: 416-338-9250	Toronto City Hall Gr Fl, W., 100 Queen St. West Toronto, ON M5H 2N2 Tel: 416-338-9350	Etobicoke Civic Centre 399 The West Mall Toronto, ON M9C 2Y2 Tel: 416-338-9450

Property Information
Property Address (Street Number, Street Name, Suite/Unit Number, City/Town, Province, Postal Code)

Applicant Information	
<input type="checkbox"/> Business Owner/Tenant <input type="checkbox"/> Business Agent* <input type="checkbox"/> Residential Owner/Tenant <b>If you represent an organization/business, please provide your business contact information.</b>	
Applicant Name (First, Last)	Email
Organization/Business Name (if applicable)	Telephone Number
Mailing Address (Street Number, Street Name, Suite/Unit Number, City/Town, Province, Postal Code)	
Applicant Signature	Date (yyyy-mm-dd)

\* Agent shall enclose a copy of the written authorization from the owner of the above premises with this form.

Type of Premises
Please check off appropriate box: <input type="checkbox"/> Assembly <input type="checkbox"/> Office/Business <input type="checkbox"/> Daycare/Group Home <input type="checkbox"/> Industrial <input type="checkbox"/> Mercantile <input type="checkbox"/> Residential

General Building Information		
Building Height (Number of storeys)	Above Grade	Below Grade
Number of Individual Units	Number of Dwelling Units	Number of Offices
Building Size (m <sup>2</sup> ) (required for Mercantile/Industrial Occupancy Only)		

Services		
Please select all that apply. <b>Note:</b> The fees** below include HST.		
Service	Reference No.**	Fee
<input type="checkbox"/> Fire Prevention Inspection for Day Care, Group Homes and Life Safety Inspection for compliance with Provincial Legislation	1	\$255.80
<input type="checkbox"/> Fire Prevention Inspections: Industrial/mercantile/service <1,000 m <sup>2</sup>	4	\$383.68

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<b>Services</b>		
<b>Service</b>	<b>Reference No.**</b>	<b>Fee</b>
<input type="checkbox"/> Fire Prevention Inspections: Industrial/mercantile/service – Each Additional 1,000 m <sup>2</sup>	<b>5</b>	<b>\$53.60</b>
<input type="checkbox"/> Fire Prevention Inspection: Multiple Unit Occupancy – Building in General	<b>6</b>	<b>\$383.68</b>
<input type="checkbox"/> Fire Prevention Inspections – Multiple Unit Occupancy - Unit	<b>7</b>	<b>\$255.80</b>
<input type="checkbox"/> Fire Prevention Inspection: Office Building	<b>10</b>	<b>\$255.80</b>
<input type="checkbox"/> Fire Prevention Inspection: Office Building – Each storey above or below 1 <sup>st</sup> storey	<b>9</b>	<b>\$45.95</b>
<input type="checkbox"/> Residential Building – fire prevention inspection	<b>13</b>	<b>\$255.80</b>
<input type="checkbox"/> Residential Building – Each storey above or below 1 <sup>st</sup> storey	<b>12</b>	<b>\$45.95</b>
<input type="checkbox"/> Two Unit Residential Occupancy – fire prevention inspection	<b>14</b>	<b>\$383.68</b>
<input type="checkbox"/> Letter Related to Fire Prevention Issues – Processing request, reviewing files and composition of letter	<b>19</b>	<b>\$107.27</b>
<input type="checkbox"/> Copies of Fire Report or Information from Files – Compilation of fire report information	<b>20</b>	<b>\$91.90</b>
<input type="checkbox"/> Fire inspection report for additional units in same building – per unit – Compilation of fire report information	<b>22</b>	<b>\$15.31</b>
<input type="checkbox"/> Fire Prevention Inspections – Temporary fireworks permit for vendor that stores and sells no more than 25kg (net explosive quantity) of Family Fireworks at any time (HST not applicable)	<b>37</b>	<b>\$711.90</b>
<input type="checkbox"/> Fire Prevention Inspections – Temporary fireworks permit for vendor that stores and sells more than 25kg (net explosive quantity) of Family Fireworks at any time (HST not applicable)	<b>38</b>	<b>\$1,067.85</b>
<input type="checkbox"/> Fire Prevention Inspections – Temporary lease fireworks permit for the Vendor for the sale of Family Fireworks (HST not applicable)	<b>39</b>	<b>\$2,135.70</b>
<input type="checkbox"/> Fire Prevention Inspections – Temporary mobile fireworks permit for the vendor for the sale of Family Firework (HST not applicable)	<b>40</b>	<b>\$2,135.70</b>
<input type="checkbox"/> Fire Prevention Inspections – Temporary lease fireworks and mobile fireworks permit vendor relocation fee (HST not applicable)	<b>41</b>	<b>\$142.39</b>
<input type="checkbox"/> Review of Fire Safety Plans and site visit for compliance with Provincial Legislation	<b>89</b>	<b>\$511.58</b>
<input type="checkbox"/> Approval of Alternative Solution under the Ontario Fire Code – reviewing the drawings, site review, construction and research for compliance with Provincial Legislation (per Alternative Solution Approved)	<b>93</b>	<b>\$1,065.38</b>
<input type="checkbox"/> Tent/Marquee Inspection (Equal to or greater than 100 sq. ft.)	<b>108</b>	<b>\$304.39</b>
<input type="checkbox"/> Tent/Marquee Inspection of Additional Tents under 10,000 sq. ft.	<b>109</b>	<b>\$127.88</b>

\*\* As per [Appendix B – Schedule 1, Fire Services, of Chapter 441, Fees and Charges \(April 1, 2026\)](#)

<b>Office Use Only</b>	
<b>Total Amount Received (\$)</b>	<b>Date Received (yyyy-mm-dd)</b>

Toronto Fire Services collects personal information on this form under the legal authority of the City of Toronto Act, 2006, section 259; the Toronto Municipal Code, Chapter 441, Fees and Charges, Appendix B - Schedule 1, Fire Services; and Chapter 442, Fees and Charges, Administration of, section 442-2. The information is used to: a) process the request for service, b) contact individuals concerning the request for service (including billing of fees charged for services, and collection efforts of unpaid amounts), c) contact individuals concerning services to be provided (including scheduling site visits or inspections), and d) delivery of certificates, permits, or other documentation related to the services. Questions about this collection can be directed to the Division Chief, Policy, Project and Public Information, Fire Services, 4330 Dufferin Street, 3rd Floor, Toronto, Ontario, M3H 5R9 or by telephone at 416-338-9550.