



Groton Fire Department
45 Farmers Row
Groton, MA 01450
Phone: 978-448-6333
Fax: 978-448-1116



Lock Box Application

DATE: _____

NAME: _____

TELEPHONE NUMBER: _____

ALTERNATE TELEPHONE NUMBER: _____

ADDRESS: _____

SIGNATURE: _____

To the extent permitted by law, all owners, custodians, tenants, and residents shall indemnify and hold harmless the Town of Groton, Town of Groton public safety departments and their members, and all other Town departments and employees acting in coordination with its public safety departments, from any and all claims, actions, liabilities, suits, injuries, demands, obligations, losses, settlements, judgments, damages, fines, penalties, costs and expenses, including attorney's fees and other expenses arising out of or relating to emergency operations at the subject residence.

PLEASE PRINT THIS FORM AND MAIL TO:

Groton Fire Dept.
ATTENTION: LOCK BOX PROGRAM
45 Farmers Row GROTON, MA 01450

NOTE: Once this form is received, a Fire Rescue Official will contact you to schedule an installation appointment.

FOR FIRE DEPARTMENT USE ONLY

INSTALLATION DATE: _____ CODE: _____

INSTALLED BY: _____

LOCATION: _____

**Groton Fire Department
Residential LOCK-BOX Agreement**

NAME: _____

ADDRESS: _____

Unit/Apt. Number: _____

PHONE NUMBER: _____

LOCATION OF THE LOCK-BOX: _____

I, the above named and undersigned owner/custodian have legal capacity to agree, do agree, and are hereby notified of the following:

- A Lock Box provided by the Groton Fire Department (GFD) is the property of GFD and is LOANED to the owners/custodians of the above-named address for a period of 6 months, extendable at will and without notice by GFD.
- Any damage or loss of the Lock Box when installed at the named address is the responsibility of the named owners/custodians.
- GFD will install the Lock Box on the door of the named address, and while reasonable best efforts will be made to not cause damage during the installation, it is possible some incidental damage to the door could occur during installation.
- Proper installation of the Lock Box requires GFD to install screws to the top of the doorframe.
- Owners/custodians must provide all keys to GFD for any areas of the property that GFD should have access. These keys will be placed into the installed Lock Box by GFD.
- Only members of GFD have access and are authorized to use the contents of the Lock Box during emergency operations only.
- It is the responsibility of the owner/custodian to notify GFD and provide updated keys to GFD if any locks to the named address change. On receipt GFD shall place the updated keys into the Lock Box.
- It is the responsibility of the owner/custodian to notify any inhabitants of the named address of the possibility that first responders may enter the named address without prior notice in the event of an emergency.
- It is the responsibility of the owner/custodian to contact GFD to make arrangements for the return of the LOANED Lock Box if the service is no longer required. GFD will uninstall the Lock Box in a reasonable timeframe from this notice.

SIGNATURE