



DEPARTMENT OF
BUILDINGS & REGULATORY COMPLIANCE

200 HENRY JOHNSON BLVD.—SUITE 1 | ALBANY, NY 12210

518.434.5995 | FAX 518.434.6015 | EMAIL: CODES@ALBANYNY.GOV

SPRINKLER REGISTRATION FORM

This form must be filled out completely and legibly. **Email addresses are now required.**

Building Address: _____

Owner of Record: _____

Owner's Address: _____

Owner's Phone: _____

Owner's Email: _____

Agent's Name: _____

Agent's Address: _____

Agent's Phone: _____ (Daytime)

_____ (Alternate)

Agent's Email: _____

OFFICIAL USE ONLY

Date Rec'd _____

Fee: \$50.00

Check No. _____

Reg. No. _____

- If owner does not reside in the tri-county area of Albany, NY an agent within this area must be designated.
- If the owner is a company/partnership/corporation an individual must be designated as the agent.
- If you have any questions on completing the information, please contact the Department of Buildings & Regulatory Compliance - (518) 434-5995.

I hereby certify that the above sprinkler is inspected and/or tested in accordance with the requirements of NFPA 25. Records of such inspection and/or testing is maintained on the property site and will be made available for review at any and all times.

Signed: _____

Name: _____

Date: _____

Title: _____

Company: _____

Please return this form along with the fee to the Department of Buildings & Regulatory Compliance - Make checks payable to "City of Albany".

Credit Card Information

Card Number: _____ Exp. Date: _____ CVV #: _____

Thank you!