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 is 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:

- ☐ Routine test and maintenance
- ☐ Annual test and maintenance
- ☐ Change of tenancy
- ☐ Complaint
- ☐ Other

A. ROUTINE TEST AND MAINTENANCE

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>Smoke/Carbon Monoxide alarms are securely fastened to the wall or ceiling.</td>
<td>☐</td>
</tr>
<tr>
<td>(2)</td>
<td>Smoke/Carbon Monoxide alarms shows no evidence of physical damage; Paint application or extensive grease and dirt accumulations.</td>
<td>☐</td>
</tr>
<tr>
<td>(3)</td>
<td>Ventilation hole on the smoke/carbon monoxide alarms are clean and free of obstructions.</td>
<td>☐</td>
</tr>
<tr>
<td>(4)</td>
<td>Smoke/Carbon Monoxide alarms signal sounds when the test device is operated.</td>
<td>☐</td>
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B. ANNUAL TEST AND MAINTENANCE

<table>
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<tr>
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<tbody>
<tr>
<td>(1)</td>
<td>Smoke/Carbon Monoxide alarms are securely as fastened to the wall or ceiling.</td>
<td>☐</td>
</tr>
<tr>
<td>(2)</td>
<td>Smoke/Carbon Monoxide alarms shows no evidence if physical damage; Paint application or extensive grease and dirt accumulations.</td>
<td>☐</td>
</tr>
<tr>
<td>(3)</td>
<td>Smoke/Carbon Monoxide alarms have been vacuumed.</td>
<td>☐</td>
</tr>
<tr>
<td>(4)</td>
<td>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.</td>
<td>☐</td>
</tr>
<tr>
<td>(5)</td>
<td>Smoke/Carbon Monoxide alarms signal sounds when the smoke/carbon monoxide alarms are tested. Using smoke produced from burning: ☐ incense stick, ☐ punk stick, or ☐ cotton string.</td>
<td>☐</td>
</tr>
</tbody>
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### C. SERVICING AND REPLACEMENT

Smoke/Carbon Monoxide alarms has been serviced as follows:

- _______________________________________________________
- _______________________________________________________
- _______________________________________________________

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

- [ ] Failure to sounds alarm during test
- [ ] Frequent false alarms
- [ ] Physical damage
- [ ] Battery leakage
- [ ] Painted exterior case
- [ ] Age
- [ ] Excessive stains, grease, or dirt accumulations
- [ ] Other _____________________

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

- _______________________________________________________

Agent Landlord (Please print/ signature/date):

- _______________________________________________________