

## Compliance Guide: Fire Safety Notices

NYC requires owners and managers to confirm that Fire Safety Notices are posted on the back of every unit door. Here's some key components of the law you need to know:

- **Who does this apply to?** Multifamily buildings, including condos and co-op boards
- **What is a Fire Safety Notice?** A 6" x 9" sign that outlines steps in case of an emergency, with different versions for combustibile and non-combustibile buildings
- **How can we comply?** Owners can comply with the law in two key ways:

### Inspection Program

Check each unit at least once every 3 years to "ascertain the condition of the fire & emergency preparedness Notice" - and don't forget to keep records of inspections handy!

### Certification Program

Mail a Certification to each resident, asking them to indicate if the Notice is present (similar to annual safety notice mailings for window guards).

#### **If residents don't respond?**

If forms are not completed by the next April 30th following the date of mailing, you'll need to inspect the unit within 1 year of the Certification send date.

Need help understanding the compliance or with a solution for your properties? We've got you covered:  
support@sitecompli.com - 800-564-1152