



Division of Fire and Life Safety
Life Safety Inspection Bureau

5700 East Tudor Road, Anchorage, Alaska 99507

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**Portable Fire Extinguisher Examination Class II and III
 Notification Request Form**

This form must be completed and submitted to the Life Safety Inspection Bureau office two (2) weeks prior to the exam date. Exam packets are issued ONLY to the proctor.

DISCLAIMER:

Test administrators must be a 3rd party person not taking the exam at the same time as the applicant(s). Class II and III exams are mailed ONLY to the proctor who will administer the exam in the local area. Any request(s) for a Class II or III exam must be in writing. The local test administrator is required to return completed applications, answer sheets, exam roster, and exam booklet to the LSIB Office within 20 days from the postmark date of when the exam was mailed from our office. Applicants are required to supply their own examination reference materials, and find a test administrator in their area who will administer the exam. If an applicant is able to take the exam in office, they must contact an LSIB office for scheduling.

PROCTOR INFORMATION			EXAM LOCATION INFORMATION	
Proctor Name:			Physical Location:	
Mailing Address:			City:	
City:	State:	Zip Code:	State:	
Phone Number:			Zip Code:	

CLASS AND EXAM PACKET(S) REQUEST					
6 EXAM PACKETS PER REQUEST					
Inspection Recharge Distribution Maintenance	Class II	Quantity:	Inspection Recharge Distribution Maintenance Hydrostatic	Class III	Quantity:

NAME OF EXAMINEE(S)	
1.	4.
2.	5.
3.	6.

PROCTOR ACKNOWLEDGMENT	
As a Life Safety Inspection Bureau (LSIB) approved portable fire extinguisher test administrator, I agree to proctor this exam in compliance with applicable LSIB policies and procedures.	
Signature of Proctor	Date

LSIB OFFICIAL USE		
Date request received in office:	Date exam(s) mailed:	Expected return date:
Mailing address (if different from above):	Tracking #:	Date received in office: