REQUEST FOR INFORMATION

PROJECT INITIATION & INFORMATION FORM

Fire Compliance • Rational Fire Design • Fire Protection Systems • Special Risk Solutions

Why we need this information

This form helps Frontier Fire understand your project quickly and accurately, so we can issue a guideline-referenced fee proposal and begin work with no unnecessary delays. Please complete as much detail as you have available — incomplete sections can be discussed with our team. Attach supporting drawings or documents where indicated.

Project / Reference Name	
Date Submitted	
Completed By (Name & Company)	
Referred By / Broker (if applicable)	

Please return the completed form to sales@frontierfire.co.za or 082 806 5616

Sections A–J below cover the information Frontier Fire typically requires to scope and quote fire engineering projects. This list is a guide and is not exhaustive — please add any further detail under Section J or as attachments.

A) CLIENT & CONTACT DETAILS

Company / Client Name	
Contact Person	
Telephone	
Email Address	

B) PROJECT DETAILS

Site / Physical Address	

Project Type

- ☐ New development
- ☐ Addition to existing building
- ☐ Existing building — compliance audit
- ☐ Alteration / renovation
- ☐ Change of building use
- ☐ Other (please specify below)

C) BUILDING & OCCUPANCY INFORMATION

Building Use	
Number of Storeys (ex basements)	
Basement?	
Approximate Floor Area (m²)	
Population Density	

D) SCOPE OF SERVICES REQUIRED

Please indicate all services relevant to your project.

- ☐ Fire Compliance / Deemed-to-Satisfy (DTS) Fire Plans
- ☐ Fire Protection Systems Design (sprinklers, detection, hydrants, etc.)
- ☐ Fire Risk Assessment
- ☐ Liaison with Insurers / Brokers
- ☐ Rational (Performance-Based) Fire Design
- ☐ Special Risk (Refer to Section E)
- ☐ Liaison with Authorities / Fire Department
- ☐ Other (Please Select if Unsure)

.....

.....

E) SPECIAL RISK CATEGORIES

Applicable only where the project involves any of the following. Select all that apply.

- ☐ Ammonia plants
- ☐ Transformers
- ☐ Flammable liquid storage
- ☐ Petroleum storage & dispensing
- ☐ Explosive risks
- ☐ Lithium battery energy storage systems (BESS)
- ☐ Generators
- ☐ Flammable liquid plants
- ☐ LPG / LNG installations
- ☐ None of the above

F) SUPPORTING DOCUMENTATION CHECKLIST

Please attach any of the following that are available. Items not yet available can be forwarded once ready.

- ☐ Locality / site plan
- ☐ Structural drawings
- ☐ Existing fire reports / certificates
- ☐ Process description (for industrial risks)
- ☐ Other (please list below)
- ☐ Architectural drawings
- ☐ Geotechnical report
- ☐ Safety Data Sheets (SDS) for hazardous materials
- ☐ Site photographs

G) EXISTING DOCUMENTATION AND INFORMATION

- ☐ Existing fire plan in place
- ☐ Existing Fire Clearance Certificate
- ☐ Existing fire detection system
- ☐ Known insurer / broker requirements
- ☐ Previous DTS / rational design report
- ☐ Existing Fire Equipment In Place
- ☐ Existing fire suppression / sprinkler system
- ☐ Known authority comments or objections

If any items above are marked, please attach the relevant reports, certificates or correspondence, or describe below:

H) PROJECT TIMELINE & BUDGET

Desired Start Date	
Required Approval / Completion Date	
Indicative Budget Range (if available)	

I) ADDITIONAL INFORMATION

Please use the space below for anything else that will help us understand your project.

J) DECLARATION & SUBMISSION

I confirm that the information provided in this form is accurate to the best of my knowledge and may be used by Frontier Fire to prepare a scope of work and fee proposal.

Name	
Position	
Signature	
Date	

Submit this form

Email the completed form and any attachments to sales@frontierfire.co.za, or contact us on 082 806 5616. We will review your submission and respond with a guideline-referenced fee proposal.

FRONTIER FIRE

A division of Frontier Property Solution Pty. LTD