



Report of Completion of Work for Licensed Premises

Part I. General Particulars

To FSD (LIC): Hong Kong Island Kowloon West Kowloon East New Territories

Type of Licensed premises: General Restaurant Light Refreshment Restaurant
 Food Factory / Bakery Factory Canteen Place of Public Entertainment
 Child Care Centre Non-designed school
 Non-local Higher and Professional Education Courses operating in Non-exempted Premises

Shop Sign : _____

Premises Address : _____

Part II. Type of submitted document(s)

Please select the suitable item(s) for this submission by referring to the Fire Safety Requirements issued by this department to the licensee before. You are also advised that **NO** compliance inspection will be conducted unless **ALL** necessary supporting documents for relevant fire safety requirements have been received by respective Licensing Offices.

Item	Types of FSI	Supporting Documents to be submitted	
1	Fire Hydrant / Hose Reel System / Sprinkler System (Within Premises)	(a) FS 251 (b) FSI/314A/ FSI/314B / FSI/314C (for any alteration)	<input type="checkbox"/>
2	Fire Hydrant / Hose Reel System / Sprinkler System (Building FSI)	FS 251	<input type="checkbox"/>
3	Portable Fire Fighting Equipment (Fire Extinguishers & Fire Blanket)	FS 251	<input type="checkbox"/>
4	Manual Fire Alarm (with visual alarm signals)	FS 251	<input type="checkbox"/>

5	Exit Signs	FS 251	<input type="checkbox"/>
6	Directional Signs / Low Level Directional Signs	FS 251	<input type="checkbox"/>
7	Emergency Lighting	FS 251	<input type="checkbox"/>
8	Smoke Extraction System	FS 251	<input type="checkbox"/>
9	Drop Hatch / Fire Shutter	FS 251	<input type="checkbox"/>
10	Combustible materials (false ceilings, partitions or wall furnishings)	FS 251 / Documentary proof of meeting specified standard	<input type="checkbox"/>
11	Linings for acoustic, thermal insulation or decorative purposes in ducting and concealed locations	FS 251 / Documentary proof of meeting specified standard	<input type="checkbox"/>
12	Draperies & Curtains	FS 251 / Documentary proof of meeting specified standard	<input type="checkbox"/>
13	PU Foam filled mattresses and furniture	(a) Invoice(s) from supplier (b) Invoice(s) from manufacturer (c) Test Report	<input type="checkbox"/>
14	The requirements for the use of fuels in the seating accommodation (PPA/117)	Relevant supporting document(s)	<input type="checkbox"/>
15	Ventilation/Air-conditioning Control Systems	FS 251	<input type="checkbox"/>
16	Mechanical Ventilating System	Letter of compliance (Ventilating System)	<input type="checkbox"/>
17	Automatic Fire Suppression / Extinguishing System	FS 251	<input type="checkbox"/>
18	Gas detection system for carbon monoxide	FS 251	<input type="checkbox"/>
19	Fire Safety Curtain (For Theatres)	FS 251 / Documentary proof of meeting specified standard	<input type="checkbox"/>
20	Fire Detection System	FS 251	<input type="checkbox"/>

Part III. Uploading Document(s)

(Supported File Types : PDF, JPEG; File Size Limit : 10 MB)



Part IV. Declaration

I certify that the information supplied by me is to the best of my knowledge and belief both true and correct.

* Please delete as appropriate (Applicant / Authorized Person)

Name :

Company's Name :

Tel. :

E-mail Address :

Date :