# KNOX PROGRAM REGISTRATION FORM

### GETTING YOUR KNOX PROGRAM REGISTRATION STARTED

Completion of this form provides the Knox Company with information necessary to begin your rapid access program. A system code and a restricted lock code will be assigned to your department/agency.

Preprinted authorization forms with your department/ agency name and system code will be provided to assist with implementing your rapid access program. In addition, outreach and resource materials are available for ordering at no charge.

### **Change Notice**

Changes in authorized signatures must be submitted to the Knox Company using the change request form, or a letter on your department/agency's official letterhead with an authorized signature.

#### Statement of Authority

An authorized signature on this form denotes the person(s) listed are authorized to order products (i.e. Master Keys, Key Vaults, etc.) from the Knox Company; and that the Knox Company may accept the authorized signatures on this form and rely on their accuracy when fulfilling orders submitted by your agency/department.



Street Address:  Phone: ( )  Mailing Address:  Fax: ( )  City:  State: Zip Code: Email:  KNOX PROGRAM COORDINATOR All correspondence and materials will be sent to your department/agency's Knox Program Coordinator. Name:  KNOX PROGRAM COORDINATOR All correspondence and materials will be sent to your department/agency's Knox Program Coordinator. Name:  KNOX SYSTEM SHARED  Are you requesting a shared rapid access system with a currently registered department/agency?  FYOGRAM SAVAILABLE FOR REGISTRATION (Check all that apply)  CRDERING OPTIONS  Express Ordering With Express Ordering.  KNOX system code without providing notice or securing pre-approval.  Approval Ordering alows department/agency's defined jurisdiction may purchase Knox products, keyed to the asigned system code. Once approved.  Customers brien return to the Knox website to complete their transaction.  Program: Express Ordering:  KNOX SYSTEM SINCE  KNOX SYSTEM REQUIRENTS  Knox may require your thread specifications are any offered as Express Ordering: Boxes  HomeBox* X X N/A  FDC* X N/A  FDC*  FDC SPECIFICATIONS  Knox may require your thread specifications are only offered as Express Ordering:  KNOX SYSTEM REQUIRENTS  Knox may require your thread specifications and a male/female thread sample to confirm the correct fit. Sampl will be returned upon request.  Our department uses National Hose (NF)  KNOX SYSTEM REQUIREMENTS  Flease order the exact number of Knox Mechanical Master Keys and/or Knox FDC Wrenches that your department uses needing to provide an adequete inventory.  With an authorized signature, additional Knox Mechanical Master Keys and/or Knox FDC Wrenches that your department opur topid and recey.  KNOX SYSTEM REQUIREMENTS  Authorized Signature  Authorized Sig	Image: Second	Address:       Fax: ( )         City:       Size of Population:         State:       Zip Code:       Email:         KNOX PROGRAM COORDINATOR         All correspondence and materials will be sent to your department/agency's Knox Program Coordinator.         Name:       Title:         Email:       Phone: ( )         KNOX SYSTEM SHARED         Are you requesting a shared rapid access system with a currently registered dy agartment/agency?         PROGRAMS AVAILABLE FOR REGISTRATION (Check all that apply)         CREDERING OPTIONS         Express Ordering, customers within a department/agency's defined jurisdiction may purchase Knox products, keyed to that department/agency's system code without providing notice or securing pre-approval.         Approval Ordering, customers within a department/agency's defined jurisdiction may purchase Knox products, keyed to that department/agency's system code without providing notice or securing pre-approval.         Approval Ordering         Approval Ordering:         Approval Ordering:         Boxes         HomeBox*       X       N/A         FDC SPECIFICATIONS         Code and thomeBox programs are only offered as Express Ordering:         Boxes       N/A <td col<="" th=""><th></th><th>0 ,</th><th></th><th>Date:</th></td>	<th></th> <th>0 ,</th> <th></th> <th>Date:</th>		0 ,		Date:	
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KNOX SYSTEM SHARED         Are you requesting a shared rapid access system with a currently registered department/agency?       Yes       No         If yes, what is the name of the departments/agencies?         PROGRAMS AVAILABLE FOR REGISTRATION (Check all that apply)         ORDERING OPTIONS         Express Ordering         With Express Ordering, customers within a department/agency's defined jurisdiction may purchase Knox products, keyed to tha department/agency's system code without providing notice or securing pre-approval.         Approval Ordering         Approval Ordering         Approval Ordering         Approval Ordering allows departments/agencies to review and approve (or deny) products selected by property owners prior to purchase to compilet their transaction.         Program: Express Ordering: eApproval Ordering: Boxes         HomeBox*       X       N/A         FDC and HomeBox programs are only offered as Express Ordering         Conference         No         Conference         Conference         No         FDC and HomeBox programs are only offered as Express Ordering         Condepartment uses National Hose (NH) thread : Yes       No         Condepar	KNOX SYSTEM SHARED         Are you requesting a shared rapid access system with a currently registered department/agency?       Yes       No         If yes, what is the name of the departments/agencies?         PROGRAMS AVAILABLE FOR REGISTRATION (Check all that apply)         ORDERING OPTIONS         Express Ordering         With Express Ordering, customers within a department/agency's defined jurisdiction may purchase Knox products, keyed to tha department/agency's system code without providing notice or securing pre-approval.         Approval Ordering         Approval Ordering         Approval Ordering         Approval Ordering allows departments/agencies to review and approve (or deny) products selected by property owners prior to purchase to compilet their transaction.         Program: Express Ordering: eApproval Ordering: Boxes         HomeBox*       X       N/A         FDC and HomeBox programs are only offered as Express Ordering         Conference         No         Conference         Conference         No         FDC and HomeBox programs are only offered as Express Ordering         Condepartment uses National Hose (NH) thread : Yes       No         Condepar	KNOX SYSTEM SHARED         Are you requesting a shared rapid access system with a currently registered department/agency?       Yes       No         If yes, what is the name of the departments/agencies?         PROGRAMS AVAILABLE FOR REGISTRATION (Check all that apply)         ORDERING OPTIONS         Express Ordering         With Express Ordering, customers within a department/agency's defined jurisdiction may purchase Knox products, keyed to tha department/agency's system code without providing notice or securing pre-approval.         Approval Ordering         Approval Ordering         Approval Ordering         Approval Ordering allows departments/agencies to review and approve (or deny) products selected by property owners prior to purchase to compilet their transaction.         Program: Express Ordering: eApproval Ordering: Boxes         HomeBox*       X       N/A         FDC and HomeBox programs are only offered as Express Ordering         Conference         No         Conference         Conference         No         FDC and HomeBox programs are only offered as Express Ordering         Condepartment uses National Hose (NH) thread : Yes       No         Condepar	Name:		Title:			
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Boxes       N/A         HomeBox*       Image: Stress Ordering         FDC*       Image: Stress Ordering         FDC and HomeBox programs are only offered as Express Ordering         FDC SPECIFICATIONS         Knox may require your thread specifications and a male/female thread sample to confirm the correct fit. Sample will be returned upon request.         Our department uses National Hose (NH) thread:       Yes       No         (Formerly called National Standard Thread - NST)       If No, please specify thread size:       OD (Outside Diameter)       X       TPI (Threads Per Inch) (OD X TPI)         KNOX SYSTEM REQUIREMENTS         Please order the exact number of Knox Mechanical Master Keys and/or Knox FDC Wrenches that your department/agency anticipates needing to provide an adequate inventory. With an authorized signature, additional keys or wrenches can be ordered any time at no charge.         Number of Master Keys Required:	Boxes       N/A         HomeBox*       Image: Stress Ordering         FDC*       Image: Stress Ordering         FDC and HomeBox programs are only offered as Express Ordering         FDC SPECIFICATIONS         Knox may require your thread specifications and a male/female thread sample to confirm the correct fit. Sample will be returned upon request.         Our department uses National Hose (NH) thread:       Yes       No         (Formerly called National Standard Thread - NST)       If No, please specify thread size:       OD (Outside Diameter)       X       TPI (Threads Per Inch) (OD X TPI)         KNOX SYSTEM REQUIREMENTS         Please order the exact number of Knox Mechanical Master Keys and/or Knox FDC Wrenches that your department/agency anticipates needing to provide an adequate inventory. With an authorized signature, additional keys or wrenches can be ordered any time at no charge.         Number of Master Keys Required:	Boxes       N/A         HomeBox*       X       N/A         FDC*       X       N/A         *FDC and HomeBox programs are only offered as Express Ordering         FDC SPECIFICATIONS         Knox may require your thread specifications and a male/female thread sample to confirm the correct fit. Sample will be returned upon request.         Our department uses National Hose (NH) thread:       Yes       No         (Formerly called National Standard Thread - NST)       If No, please specify thread size:       OD (Outside Diameter)       X       TPI (Threads Per Inch) (OD x TPI)         KNOX SYSTEM REQUIREMENTS         Please order the exact number of Knox Mechanical Master Keys and/or Knox FDC Wrenches that your department/agency anticipates needing to provide an adequate inventory. With an authorized signature, additional keys or wrenches can be ordered any time at no charge.         Number of Master Keys Required:	keyed to that <b>eApproval</b> eApproval Or owners prior	: department/agency's system <b>I Ordering</b> rdering allows departments/ to purchase to confirm that	m code without providing notice of agencies to review and approve (or products should be keyed to the a	or securing pre-approval. or deny) products selected by property		
HomeBox*       Image: N/A         FDC*       Image: N/A         N/A         FDC and HomeBox programs are only offered as Express Ordering         FDC and HomeBox programs are only offered as Express Ordering         FDC SPECIFICATIONS:         Knox may require your thread specifications and a male/female thread sample to confirm the correct fit. Samplwill be returned upon request.         Our department uses National Hose (NH) thread: Yes No       No         (Formerly called National Standard Thread - NST)       Image: No         If No, please specify thread size: OD (Outside Diameter)       Image: No         (OD X TPI)       Image: No         NENCE SECUREMENTS         Please order the exact number of Knox Mechanical Master Keys and/or Knox FDC Wrenches that your department/agency anticipates needing to provide an adequate inventory. With an authorized signature, additional keys or wrenches can be ordered any time at no charge.         Number of Master Keys Required:	HomeBox*       Image: N/A         FDC*       Image: N/A         N/A         FDC and HomeBox programs are only offered as Express Ordering         FDC and HomeBox programs are only offered as Express Ordering         FDC SPECIFICATIONS:         Knox may require your thread specifications and a male/female thread sample to confirm the correct fit. Samplwill be returned upon request.         Our department uses National Hose (NH) thread: Yes No       No         (Formerly called National Standard Thread - NST)       Image: No         If No, please specify thread size: OD (Outside Diameter)       Image: No         (OD X TPI)       Image: No         NENCE SECUREMENTS         Please order the exact number of Knox Mechanical Master Keys and/or Knox FDC Wrenches that your department/agency anticipates needing to provide an adequate inventory. With an authorized signature, additional keys or wrenches can be ordered any time at no charge.         Number of Master Keys Required:	HomeBox*       Image: Model of the second seco	F	Program:	Express Ordering:	eApproval Ordering:		
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## **KNOX PROGRAM REGISTRATION FORM**

BUSINESS ENTITY								
Please select one:	Federal	State		Local				
Canadian Government	Commercial	Tribal Government		Other:				
	BUSINESS RE	QUIREMENTS	·					
Are you tax exempt?								
Yes (please fax or email to Knox	, fax: (623) 689-2309 email: tax@kn	oxbox.com)		No				
Do you require a purchase order	?		·					
Yes, hard copy (please send to k	(nox)	PO# ONLY						
No, Knox requires you to sign a	sales quote for all orders \$750.00 an	d above before an order	can be proce	essed				
New York and New Jersey Custom	ers ONLY. Do you require a voucher?							
Yes, original voucher with Knox Cl	aimant's original signature (returned)	Yes, fax or email vou	icher with Kn	ox Claimant's original signature				
Yes, fax or email with Knox Clain	nant's signature	No voucher required	ł					
How do you want to receive your in	nvoice?							
Email (provide email if different	from A/P):							
Mail (provide address if different from A/P):								
	ACCOUNTS PAY	ABLE CONTACT						
First and Last Name:								
Phone: ( )	Fax: ( )	Email:						
Company Name:								
Address:	City:	State:	Zip Code:					

#### **TERMS AND CONDITIONS OF USE**

In order for the Knox Company to maintain integrity of the Knox System, Knox requires that all persons who use Knox Master Keys be bound by the following "Terms and Conditions of Use." Therefore, each person signing the reverse side of this sheet agrees that:

- a. All Knox Master Keys delivered to the department/agency shall remain the sole and exclusive property of the Knox Company, and may only be used in accordance with these Terms and Conditions of Use.
- b. The Knox Master Key is a security device and access to the Knox Master Key must be controlled within the department/agency. The person(s) signing this form are authorized signatories for the Knox Rapid Access System and are authorized to request that Knox provide Master Keys to the department/agency. Such persons should make every reasonable effort to protect against improper use or loss of Knox Master Keys. Knox shall not be liable for any improper use of the Knox Master Keys or any damages resulting therefrom.
- c. Department personnel should not release the Knox Master Key to any unauthorized person or department/agency. Signatories shall notify users of these Terms and Conditions of Use.
- d. It is recommended that all Knox Master Keys be kept in a secure place and maintained in good condition.
- e. If a department/agency wishes to discontinue the Knox Rapid Access System, all Knox Master Keys shall be returned to the Knox Company.
- f. Notification must be given by the department/agency of loss, theft, damage or destruction to any Knox Master Key in a timely manner, in order that records may be kept accurately for the total number of Knox Master Keys distributed to the department/agency and to allow Knox an opportunity to take whatever steps it deems necessary to protect the Knox Rapid Access System.
- g. Knox Master Keys may not be duplicated or altered in any way. The Key Codes associated with Knox Master Keys and KeyWays remain the exclusive property of the Knox Company.
- h. Knox Master Keys are provided solely for authorized use with the Knox Rapid Access System. No other use of the keys or their associated codes is authorized or permitted.
- Knox Master Keys and their associated codes may be used only with product manufactured by the Knox Company. Use with any other products is prohibited.
   Tampering with or altering key codes in Knox Products without expressed authorization from the Knox Company is prohibited.
- k. Department/agency shall not provide Knox installation database access to any non fire department or law enforcement personnel, unless required by law.
- I. These Terms and Conditions of Use are defined to help ensure the dependability of the Knox Rapid Access System over its lengthy expected life. Failure to comply with these Terms and Conditions of Use may result in a system more vulnerable to misuse, both intentional and unintentional. Therefore, the Knox Company reserves its rights to cancel the respective Knox Rapid Access System registration and support, which include the efforts required to maintain and control the registered key code/section for the department/agency.
- m. The undersigned, being duly authorized representative of the company/department/agency named above, agrees that I am authorized to sign on behalf of the company/department/agency, bind the company/department/agency to legal obligations, including payment for all orders, and that the information provided herein is accurate and correct.
- o. Terms are Net 30. Past due balances may be assessed a finance charge of 1.5% per month. Customer accepts liability for all collection fees and court cost related to collection of delinquent accounts. All payments must be in U.S. Dollars only. In the event any balance is past due, this may result in a delay of any further products being sold to the Purchaser until account is paid in full. We do accept Check, Money Order, Visa, Mastercard, American Express, Discover and ACH.

