



GOVERNMENT OF
THE UNITED STATES VIRGIN ISLANDS
OFFICE OF THE GOVERNOR

VIRGIN ISLANDS FIRE and EMERGENCY MEDICAL SERVICES

"Providing Safety, Service, and Satisfaction"



St. Thomas/St. John: 1005 Ross Taarneberg, St. Thomas, VI 00802 ~ Tel: (340) 774-7610
St. Croix: No. 3019 Orange Grove, St. Croix, VI 00820 ~ Tel: (340) 773-8050 ~ Fax: (340) 773-8032

Required Documents for Fire Safety Inspection

NOTICE:

Effective January 1, 2021, copies of the following documents are required prior to conducting a Fire Safety Inspection for any *New Business* or *Renewal Business* License Applicant.

New Business –

Trade Name Certificate (*or Certificate of Existence*)
Lease for physical address (*or Deed for physical address*)
Proof of Control Number

Existing Business –

Business License from previous year
Expiring Fire Certificate (from V.I. Fire Service)

Additionally, there is an Inspection Fee of one hundred fifty dollars (\$150), and a Late Fee of ten percent (10%) per month for each month past due date.

Non-Profit Organization: Certificate of Good Standing from the Office of the Lieutenant Governor is required.

A Fire Inspection will not be conducted unless copies of required documents and payment are provided.

Contact the Virgin Islands Fire and Emergency Medical Services for additional information.