



Knox Box Ordering

Knox boxes and other Knox products are used to prevent unnecessary damage to your property in the event of a non-emergency situation and help provide quicker access in the event of an emergency. If a Knox box or other Knox product is required for your project or business, please follow these steps to make sure that the correctly keyed product is ordered. Each jurisdiction has a unique key and, therefore, following these steps helps to ensure that you will order the correct one.

- 1) Go to www.knoxbox.com.
- 2) Click on the red "Buy" button.
- 3) A screen will pop up and you will input Colorado and then you will need to put in the fire department name.
- 4) We have two different keys in our district so pay close attention to which one you choose.
 - a. If your property is on the **East side of Pecos**, type in Adams Co FPD #1.
 - b. If your property is on the **West side of Pecos**, type in Adams Co FPD #2.
- 5) Click "Search".
- 6) Then click "Select".
- 7) You will then have the choice to either order from Sentry Technology or Knox themselves.
- 8) Click the red "Place Order" box under whichever you would like to use.

If you choose to order directly from Knox:

- 1) For Knox, you will see a picture and label on for each product offered.
- 2) Click on the product you would like.
- 3) You can then choose the different options, input the installation address, and click "Submit".
- 4) Then, check the box and click "Add to Cart".
- 5) You will then have to sign in if you have a login or fill out the information as a new customer.
- 6) Once signed in, go to your cart and click "Checkout".
- 7) We will be sent an email to review and approve the order.

If you choose to order through Sentry:

- 1) For Sentry, you will be taken to their home screen.
- 2) Click on the "Select a Fire Department" tab towards the top of the screen.
- 3) Choose the appropriate key (#1 or #2) depending on your location (see information above).
- 4) Click on the product you would like.
- 5) You can then choose the different options.
- 6) Input the installation address and other requested information.
- 7) Then, check the box and click "Add to Cart".
- 8) Click "Proceed to Checkout".
- 9) You will then have to sign in if you have a login or fill out the information as a new customer.
- 10) We will be sent an email to review and approve the order.