

KNOX KEY REQUEST

As a security measure, all requests for new or replacement keys must be signed, dated, and submitted with an authorized signature. **This form is required to initiate the process.**

Upon completion, submit using one of the following options: Scanned and emailed to records@knoxbox.com, faxed to 623-687-2296, or mailed to the Phoenix, AZ address at the bottom of the form.

Please type or print the following information:

Department Name:		
Department System Code:		
Shipping Address (See Footnote 1 below for information):		
City:	State:	Zip:

Quantity _____ **Designate a Key Type** Knox Master Key FDC Keywrench MedVault Override
Tech Key

For Unit/Apparatus _____

Additional Comments _____

Name of Authorized Signer:		
Title:	Date:	
Phone:	Fax:	
Signer's Email Address:		
Signature of Authorized Signer:		
Original Signature Required		

Keys are shipped via FedEx and require a physical delivery address where an authorized signer will be available to receive shipment Monday-Friday, 8:00 AM-5:00 PM. For security reasons, keys cannot be shipped to P.O. Boxes. All keys require a signature upon delivery.



Upon completion, submit this form via fax, email:

Fax: 623.687.2296 | Email: records@knoxbox.com | Attn: Records