



Neenah-Menasha Fire Rescue

Office of Adam J. Dorn

Assistant Chief of Fire Prevention / Fire Marshal

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We receive many questions regarding the Knox Boxes. The following are the two most common questions we receive regarding them:

1. Where should I locate the Knox Box? – We recommend that each Knox box be placed as specified by the Fire Marshal. Please contact us to verify the exact location.
2. What type should I get? – The most common Knox Box ordered is the “Knox Box 3200 Series, online, directly from the company. If you have a larger building or have many keys for the building, it is recommended that you purchase a larger sized box (Knox Box 4400 Series). The “Knox Box” is the only manufacturer’s lock box that we (Neenah-Menasha Fire Rescue) have approved.

Ordering Instructions

This is the link to the application for a Knox Box: www.knoxbox.com

To order the box, please click on the  button, and follow the following instructions.

- Please select “Wisconsin” under the lists of States
- Then Enter “Neenah-Menasha Fire Rescue”, in the Local Fire Department/Agency field. Then click on “search departments”
- Then click on the “Search” button

This will bring you to that page that you can actually see the Knox Boxes.

Remember to let us know when you have ordered the box. Also please contact us when you are ready to install the Knox box so we can verify the placement of the box on the building. When you install the Knox box, *it is highly recommended* that a bead of silicone is placed on the face of the box that will be contacting the building. This will prevent water from entering the Knox Box and reducing the chance that the keys will rust and not work.

Only the fire department has the key for the box. Therefore, we must be present when the box is installed to lock the box. A key for the buildings or occupancies (provided by you) is placed in the box that will gain access to the building when the box is installed. This is required by local ordinance.

If you have additional questions, or concerns, please contact us 920-886-6200.