FIREPLAN

Checklist

What to include in a quote request

The more precise the information, the more precise the quote, and the less needs clarifying later. Tick what you have. If you don't have everything yet, send what you have – we will clarify the rest together.

7	4	PDF · DWG
basic details for every request	service-specific checklists	accepted drawing formats

1 For every request

Basic details

- [ ] **Address of the site**
  Add the cadastral number or building register code if available.
- [ ] **Building use**
  For example office, apartment building or school. The Estonian building register use code (e.g. 12201) gives the most accurate estimate.
- [ ] Net enclosed area (m^2) and number of above-ground and below-ground storeys
- [ ] **Type of work**
  New building, extension, reconstruction or existing building.
- [ ] **Design stage**
  Concept, preliminary design, main design or detailed design.
- [ ] **Schedule**
  Desired deadline and planned date of the building permit application.
- [ ] **Project parties**
  Client, architect or lead designer and contractor (if known), and a contact person.

Quick shelter estimate: the shelter calculator at fireplan.ee uses Annex 1 of Estonian Government Regulation No. 50 of 8 May 2026 to show whether a building must have a shelter and the required effective shelter area. You can send the result straight with your enquiry.

2 By service

Add as relevant

Fire safety design and strategy

- [ ] Architectural drawings: site plan, floor plans, sections
- [ ] Design conditions or detailed plan (if any)
- [ ] Expected number of building users
- [ ] Planned load-bearing structure (e.g. concrete, timber)
- [ ] Known special features, such as an atrium, multi-storey opening or large hall

Shelter for a new building new

- [ ] Building use (register code) and net enclosed area
- [ ] Areas to deduct: car parks, plant rooms and areas, unheated attics
- [ ] For schools, hospitals and care facilities, the design number of users
- [ ] Existing or possible basement storey
- [ ] Desired everyday use, such as a gym or classroom

Sheltering plan for an existing building new

- [ ] Address, year of construction and number of flats or users
- [ ] Basement and ground floor plans (if available)
- [ ] Photos of basement rooms and entrances
- [ ] Contact person, e.g. a member of the apartment association board
- [ ] Information on existing sheltering options (if any)

Fire safety training

- [ ] Number of participants and their roles
- [ ] Building type and address
- [ ] Preferred date and duration
- [ ] Language of the training

Send your request

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Quotes and proposals: Priit Pääso, CEO

Files in PDF or DWG format. Send large files as a download link.

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