



**WHITBY FIRE AND EMERGENCY SERVICES
FIRE TRUCK REQUEST FORM**

The following information is required when requesting fire truck attendance at a community event. You will be contacted by Whitby Fire and Emergency Services once completed forms are received. For additional information call: 905 430.4300 ext: 5218. Forms may be faxed to 905 430.8956

Please note:

- **Requests must be booked at least one month prior to event date**
- **Request will be considered according to availability and resources of staff and schedules. Availability is not guaranteed**
- **Only educational, charitable or town sanctioned events will be considered**
- **Attendance is approximately one hour in length**
- **Attendance is weather dependant**
- **Trucks remain in-service and will be responding to emergency calls. If a truck/crew receives a call they will be leaving the location immediately**
- **Organizers must ensure a designated area is marked for the truck with direct/ unobstructed access to the nearest roadway to respond to emergency calls.**

Name of Event:

Date of Event:

Address of Event:

Name of Contact:

Organization:

Contact Telephone Number:

**Contact Cell Number:
(For contact on event day)**

Contact Email:

Time of Event (Start to End Time):

Time of Requested Attendance (1 Hour):

Location of Truck during the event (direct, unobstructed access to nearest roadway required)**

Expected Attendance (Approximate):

Description of expected attendees (ex: family event, primarily children, businesses, etc):

Purpose of Event & Reason for Request of Fire Department Involvement:

FOR OFFICE USE ONLY
Crew/Hall Assigned _____
Number of People in Attendance _____
Comments _____

