Reno Fire Department
Incident / Investigation Report Request

Please fill out the following information so that we may assist you in obtaining the requested report. The Reno Fire Department has five (5) working days once the request has been received to respond.

Please Note: Some types of reports, such as those involving arson, or medical records must be reviewed by the Fire Marshal and City Attorney's office and may take longer than five (5) working days to process.

Reports still under investigation will not be available for release until the case is closed.

You will be contacted once your report is ready to be picked up or to inform you of the status of your report. Payment is due upon receipt of your report. Your insurance company may pay for the report as part of your claim, but we require payment at the time the report is received. If you have any questions, please call 775-334-2300.

Completed forms may be emailed to RFDRequests@reno.gov or faxed to 775-334-3826.

Date Requested: _____

Requestor's Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip: _____

Fee Schedule for:

- ☐ $15 – Fire Incident Reports
- ☐ $15 – Fire Department Emergency Response Reports
- ☐ $35 – Auto Fire Reports
- ☐ $46 – Residential or Structure Fire Investigation Reports (Up to three (3) units)
- ☐ $68 - Commercial Structure Fire Investigation Reports (And all other fires)
- ☐ $46 – Wildland Fire Reports up to 10 acres
- ☐ $68 – Wildland Fire Reports 10 acres and larger

Date of Incident/Loss: _____ Approximate Time: _____

Incident Location/Address: _____

Incident Report Number: _____
(If known)

Additional Information: _____

_____

Signature **Date:**

(For Admin Use Only)

Date Request Received: _____ Received By: _____

Date Paid:_____ Cash: ☐ Check ☐ Check Number:_____