



Apparatus / Engine Request Form



The Reno Fire Department is pleased be able to provide engines/apparatus for special events, school show and tell, community programs, etc. Engines requests may be accommodated Monday through Saturday, 9:00 a.m. until approximately 4:30 p.m, excluding holidays, contingent upon availability. *Please Note: Engines remain on-call and may need to leave or could be prevented from attending a scheduled requested event, due to an emergency.*

Please fill out the information below and return this form via email to RFDRRequests@reno.gov or Fax to 775-334-3826, Attention Training Division. Please allow 10 business days notice for scheduling purposes when planning your engine date requests. You will be contacted upon receipt of the request to finalize arrangements. If you have questions, please call **775-333-7775**.

Date Requested: _____ Alternate Date: _____

Group Name: _____

Event/Reason for Request: _____

Location/Address: _____

Time Requested: _____

Group Size: _____

Age Range: _____

Contact Name: _____

Contact Phone: _____

Additional Information: _____

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For Admin Use Only

EVENT DATE: _____

TO: Captain _____

Station _____ / _____

FROM: Training Division _____

Engine Truck

Comments: _____

Date Request Received: _____ By: _____

Faxed to station:	____ / ____ / ____	_____ hrs.
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