



## **Truckee Fire Protection District**

*Proudly providing service to portions of both Nevada and  
Placer Counties and the Town of Truckee*

**Fire Chief**  
*William G. Seline*

**Fire Marshal**  
*Craig Harvey*

### **Board of Directors**

*Gary R. Botto  
Victor R. Hernandez  
Ronald E. Perea  
Robert E. Snyder  
Paul D. Wilford*

The Truckee Fire Protection District understands the importance of providing emergency medical, rescue, and fire services during special events or community programs. The following Special Event Fire/EMS Standby Service Request Application must be utilized in order to arrange any special Fire/EMS coverage by District units and personnel.

Special Fire/EMS Services differ depending on the requirements for public safety and the organization making the request for services (government, business, nonprofit, etc.). The contents of the enclosed application should be carefully reviewed and completed.

In order for any organization or governmental entity to request special standby services from our district, the Special Event Standby Service Request Application must be completed, signed, and returned to Truckee Fire Protection District at least 30 days prior to the start of any special event. Extended events, multi-day events, or large events requiring special Fire/EMS services beyond one ambulance/fire engine, should be arranged, with the application returned to Truckee Fire Protection District at least 90 days prior to the start of the event.

Although Truckee Fire Protection District will make every effort to provide the level of service requested, no specific level of service or coverage can be guaranteed due to the nature of Fire/Rescue and EMS services and the fact that the first priority of EMS is always response to 911 calls made by constituents and guests within our district's boundaries.

To complete the process of requesting special standby services from Truckee Fire Protection District, please accurately complete the Special Event Service Request Application and submit it to Truckee Fire Protection District before applicable deadlines.

After review of the application by District staff, an associated fee will be determined for the event coverage and/or plan review. You will be presented with a Special Event Fire/EMS Standby Service Agreement, as well as a fee amount. You will then need to sign the agreement, and include a 50% deposit of the total standby fee. The remaining 50% must be paid in full 10 days prior to the event.

**You may return your completed and signed application to:**

**Email:** [joyceengler@truckeefire.org](mailto:joyceengler@truckeefire.org)  
**Fax:** (530) 582-7854  
**Mail:** **Truckee Fire Protection District**  
**Attention: Joyce Engler**  
**PO Box 2768**  
**Truckee, CA 96160**