



Burley Fire Department

Shannon Tolman
Fire Chief

1235 Miller Ave. Burley, ID 83318
Phone: 1-208-878-7371 Fax: 1-208-878-7372

WRITTEN REQUEST FOR NFIRS RECORDS

Name (please print)

Date of Request

Address

City State Zip

Daytime Phone Number

I request, pursuant to Idaho Code 9-338, a copy of the following document:

To assist the City in locating the document, please provide the optional information:

Date of Incident: _____

Location of Incident: _____

Time of Incident: _____

Please be advised that all confidential (non-public) information will be redacted from the document(s) and that requests requiring.

I ACKNOWLEDGE BY MY SIGNATURE THAT THE RECORDS SOUGHT BY THIS REQUEST WILL NOT BE USED FOR A MAILING LIST OR TELEPHONE LIST AS SET FORTH IN IDAHO CODE SECTION 9-348

Signature of Person Requesting Information

Please submit completed forms to: **Burley City Hall, 1401 Overland Ave., Burley, Idaho 83318**

INTERNAL USE ONLY

Date Received: _____ Signature of receiving employee: _____

Request Filled on _____ Payment Received (when applicable) _____

Information denied on _____ (Copy of denial notice attached)