



Office of the Fire Marshal

LANE FIRE AUTHORITY PUBLIC RECORD REQUEST FORM
For Fire Incident and Investigation Reports

Requestor and/or Agency Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Preferred method for receiving records: [ ] Email [ ] U.S. Mail\* [ ] In Person (by appointment only)

\*Mailing Address (include city, state, zip):

\_\_\_\_\_

\*\*Please provide the site address, date, and type of record(s) in which you are requesting\*\*

Address of Fire: \_\_\_\_\_ Date of Loss: \_\_\_\_\_

REPORT TYPE FEE

[ ] NFIRS Basic Incident Report \$25
Basic fire incident report, without photos, provided via emailed pdf or loaded to a USB drive.

[ ] Fire Investigation Reports \$35
Basic fire investigation report, with or without photos (if available). Reports provided via emailed pdf or loaded to a USB drive. If photos are requested, please note they can only be loaded to a USB drive and mailed via USPS.

[ ] With photos [ ] Without photos

Payments can be made by check, or credit card. Make checks payable to Lane Fire Authority. Request forms can be emailed, faxed or mailed to our office via the contact information below. Our office will follow up within 5 business days of receipt to verify fees and availability of the requested records.

Lane Fire Authority Fire Marshal's Office
88050 Territorial Hwy Veneta, OR. 97487
541-935-2226
Fax 541-935-2390
FMOAdmin@lanefire.org