



Hallandale Beach Fire Rescue
Division of Fire Prevention and Public Education
121 S.W. 3rd Street
Hallandale Beach, Florida 33009
Phone: (954) 457-1470 Fax: (954) 457-1472



Public Education Request Form

OPTION 1 (Must be at least 30 days after submission date)

Requested Date of Event: _____ Requested Time(s): _____ to _____

OPTION 2 (Must be at least 2 weeks after option 1)

Requested Date of Event: _____ Requested Time(s): _____ to _____

Event: _____

Service(s) Requested: _____

Number of Attendees: _____ Age Range: _____ Grade Range: _____

Event Address: _____

City: _____ State: _____ Zip Code: _____

Additional Information (Special Needs and Equipment): _____

Name of School/Organization: _____

Contact Person: _____ Contact Phone Number: _____

Contact E-mail Address: _____

Office Phone Number: _____ Fax Number: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Requested by:

Signature: _____

Name: _____ Date: _____

For Internal Use Only

Outside Organization City Departmental Benevolent Union

DIVISION OF FIRE PREVENTION AND PUBLIC EDUCATION

Event Date Selected: _____
 Approved Declined Signature: _____ Date: _____
Name: _____

For Coordination Purposes Assigned to: _____ Date: _____
Phone Number: _____

Preparatory Hours: _____ Overtime Hours: _____ Event Hours: _____ Start Time: _____ End Time: _____

Additional Support Personnel Assigned to Event: _____

Requested Support From Operations: _____

OPERATIONS

Event Date Selected: _____ Shift: _____
 Approved Declined Signature: _____ Date: _____
Name: _____

Shift Post Event Report

Preparatory Hours: _____ Overtime Hours: _____ Event Hours: _____ Start Time: _____ End Time: _____
Personnel Assigned to Event: _____

Event Notes: _____

Battalion Signature: _____ Date: _____
Name: _____

Completed form is submitted to:
Hallandale Beach Fire Rescue
Division of Fire Prevention and Public Education
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Hallandale Beach, Florida 33009
Phone: (954) 457-1477 Fax: (954) 457-1472