

# Tuscola Fire Department “Fire Safety House” Policy

1. A “ **Request Form**”, attached below, must be filed with TFD at least one month in advance of the requested use date.
2. A use **fee of \$100.00** to cover maintenance, licensing, smoke machine fluid and repair, propane, and delivery will be collected before the “Fire Safety House” leaves TFD and shall be submitted with the “Request Form”.
3. A **Certificate of Insurance** from the borrowing agency shall be submitted with the “Request Form”.
4. Cost to repair any damage done to the “Fire Safety House” will be the responsibility of the Agency using it and be in addition to the \$100.00 use fee. The cost of repairs will be accessed by and payable to the City of Tuscola.
5. One **TFD representative** must transport and accompany the “Fire Safety House” when it is used by another agency. The TFD representative will be in charge of all directions and use of the “Fire Safety House”.
6. The City of Tuscola expects the “Fire Safety House” to be returned to TFD clean and ready for its next use.
7. You will need a 120 volt, 20 amp receptacle available within 60’ of where the “Fire Safety House” is to be located. Use of any drop cords other than those supplied with the “Fire Safety House” is prohibited.

## Request Form

1. Name of Agency requesting the “Fire Safety House” \_\_\_\_\_  
Address \_\_\_\_\_ Phone # \_\_\_\_\_
2. Dates to be used: \_\_\_\_\_ Times \_\_\_\_\_  
\_\_\_\_\_
3. Location of use: \_\_\_\_\_ (City)
4. \$100.00 fee attached ? \_\_\_\_\_ Certificate of insurance attached ? \_\_\_\_\_

I the undersigned, representing the “requesting agency” understand and agree to the aforementioned policies, procedures and stipulations.

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Signature of Agency Representative

*Mail to the Tuscola Fire Dept. 214 N. Main, Tuscola, IL 61953  
Make checks payable to the City of Tuscola*