

FIRE INVESTIGATION REPORT REQUEST



San Bernardino County Fire Department
Community Safety Division
620 South 'E' Street, San Bernardino, CA 92415
(909) 386-8400 Phone • (909) 386-8460 Fax

REQUESTOR INFORMATION

DATE OF REQUEST	REPORT TO BE: PICKED UP <input type="checkbox"/> MAILED <input type="checkbox"/> FAXED <input type="checkbox"/>				
NAME		TITLE <i>(If individual, leave blank)</i>		COMPANY or AGENCY <i>(If individual, leave blank)</i>	
MAILING ADDRESS			CITY/COMMUNITY		STATE ZIP CODE
PHONE		FAX		EMAIL ADDRESS	

INCIDENT INFORMATION

(Please include as much information as possible)

INCIDENT NUMBER	TYPE OF FIRE (Structure, vehicle, vegetation, etc.)	DATE OF FIRE	INVESTIGATOR		
LOCATION OF FIRE		CITY/COMMUNITY		STATE	ZIP CODE

Please remit a non-refundable fee of \$75.00 for each Fire Investigation Report requested.
(Reports will not be released until fee is paid)

Payment may be made via credit card, check or money order (made payable to "SBCFD") or cash.

Fire Investigation Reports (FIRs) will become available after a minimum of three weeks following the closure of an investigation unless otherwise approved by the Investigations Supervisor.

In the event that a case has been closed but has been referred for prosecution or other formal enforcement action, FIRs cannot be released unless the case has been fully adjudicated, including appeals. **EXCEPTION:** A FIR shall be released upon proper service of a Subpoena Duces Tecum or other bonafide court order.

The FIR will include the written document (hard copy of the report) with any associated photographs in a CD-ROM format. Please note that ALL confidential information will be redacted or otherwise removed prior to issuance of an FIR.

PAYMENT INFORMATION

(PLEASE NOTE: CREDIT CARD PAYMENTS CAN ALSO BE PROCESSED OVER THE PHONE. A 2.29% CONVENIENCE FEE IS APPLIED FOR ALL CREDIT CARD TRANSACTIONS)

CREDIT CARD NUMBER	EXP DATE (MM/YY)	CARD SEC. CODE (3 DIGITS)	AUTHORIZING SIGNATURE
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OFFICE USE ONLY

DATE OF RECEIPT	RECEIVED BY	CHECK/MONEY ORDER NUMBER	RECEIPT NUMBER
DATE REQUEST FORWARDED	RECEIVED BY	DATE FIR MAILED	MAILED BY