

PARIS FIRE DEPARTMENT

OPEN RECORDS REQUEST FORM FOR NFIRS REPORTS

• FIRE STATION NO. 1 1444 N. MAIN • PARIS, TEXAS 75460 • 903-784-9225 • FAX 903-784-5304 •

PUBLIC INFORMATION REQUEST	
NAME of PERSON REQUESTING INFORMATION:	
ADDRESS:	
PHONE NUMBER or CONTACT INFORMATION:	
NAME of AGENCY or COMPANY (if applicable):	
FAX NUMBER:	
INCIDENT NUMBER:	
INCIDENT DATE:	
INCIDENT ADDRESS:	
DATE and TIME of REQUEST:	
INSURANCE POLICY NUMBER:	
INSURANCE CLAIM NUMBER:	
SIGNATURE of PERSON MAKING REQUEST:	
PUBLIC INFORMATION AVAILABILITY	
THE RECORDS ARE: <input type="checkbox"/> Being Used <input type="checkbox"/> In storage	
The Public Records you have requested will be made available for your inspection on or before:	DATE: _____ TIME: _____
APPROVAL FOR RELEASE	
Approval may be granted by the Fire Chief, Fire Marshal, File Custodian, or Fire Department Secretary.	
Signature of Fire Chief:	
Signature of Fire Marshal:	
Signature of File Custodian:	
Signature of Fire Secretary:	