

Oneida County Emergency Management  
Fire Prevention and Life Safety Equipment Form

1. \_\_\_\_\_ Life Safety House

Instructions:

1. Complete the form including signature/typed name and date.
2. Email data using the submit button, or print as a pdf and email to [ghanley@ocgov.net](mailto:ghanley@ocgov.net) or print and fax to 315-765-2529 or mail to Office of the Fire Coordinator, 120 Base Road, Oriskany, NY 13424
3. You will receive a confirmation letter when the resource is scheduled.

Department Name Contact Person: \_\_\_\_\_  
Fire Department Name: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_

Event Information

- Date m/d/yy: \_\_\_\_\_ Start Time : \_\_\_\_\_ End Time: \_\_\_\_\_
- Event Start Notes: \_\_\_\_\_
- Event End Notes: \_\_\_\_\_
- Location of event:
  - Address: \_\_\_\_\_
  - Phone: \_\_\_\_\_
- Delivery Location, if different:
  - Address: \_\_\_\_\_
- For the Life Safety House, describe exactly where to place the trailer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

AGREEMENT:

I agree that while in the above listed organization's possession, we will follow all policies for the Life Safety House. In addition, I agree to notify the county Fire Coordinator's Office of any damages to the Life Safety House or any of its contents. We will follow all applicable laws while using the Life Safety House and hold harmless the County of Oneida, and the Office of the Fire Coordinator for any negligence as a result of misconduct or improper use by the user.

Signature (by typing in your name you agree to the above statement)

\_\_\_\_\_ Date: \_\_\_\_\_

For office use only

Approval: \_\_\_\_\_ Date Conf: \_\_\_\_\_ Sent Assigned to: \_\_\_\_\_

Date/Time of Delivery: \_\_\_\_\_ Date/Time of Pick-up: \_\_\_\_\_

Delivery Condition Note any item in need of attention Pickup Condition Note any item in need of attention  
Outside – frame, tires, chocks, stabilizers, generator, fuel, hitch, cords, tools, doors, stairs, vents, lights, ladder, keys,  
Clean

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Inside - Carpets, furniture, fixtures, vents, lights, props, smoke machine, remote/control panel, tools, spare fluid, electrical panel, blinds, A/V equip and videos, garbage empty

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