

**COLUMBIA COUNTY**  
**OFFICE OF FIRE COORDINATOR**

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REVISED JANUARY 4, 2013

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***FIRE TRAINING PROGRAM***  
***FIRE SCHOOL REQUEST FORM***

- Any Fire Departments requesting to host any of the listed courses must complete this form and submit it to the Fire Coordinators Office.

Scheduling is set up by the Fire Coordinator. Fire coordinator's Office will notify all departments as to when you should have your request in. Spring scheduling is done so that new courses can begin around April 1st. Fall scheduling will be done mid to late summer.

However OFPC hour allocation, course length, number of instructors, full time OFPC staff taught courses, can hamper even the best of efforts. So please bare with us as we certainly will do the best we can to honor any and all requests.

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Please note all prerequisites. Officers requesting classes must make all efforts to guarantee minimum required attendance numbers for classes. Failure to comply may result in rejection of school requests in the future.

**FIRE COMPANY** \_\_\_\_\_

**CHIEF** \_\_\_\_\_ **TELEPHONE** \_\_\_\_\_

**COURSE REQUESTED** \_\_\_\_\_

**LOCATION TO BE HELD** \_\_\_\_\_

**PREFERRED DAY** \_\_\_\_\_ **ALTERNATE** \_\_\_\_\_

**REMARKS:**  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_