



Arvada Fire Protection District

7903 Allison Way Arvada CO 80005 • 303-424-3012 • 303-432-7995 fax

Open Records Request

Please indicate below the information that you are seeking. To expedite the request, please be as specific as possible in describing the records being requested. **If you wish to receive an Incident Report, please complete the Incident Report Request Form.**

Date of Request: _____

Address or Location: _____

Information Requested:

Reason for Request:

Person Requesting Report:

Name: _____

Address: _____

Phone: _____ E-Mail: _____

Retrieval Fee: There is no charge for records request requiring one-hour or less of research and retrieval. Research and retrieval that exceeds one-hour may incur a fee up to \$30 an hour.

Please allow 5-7 business days to process the request. Request for reports may be submitted by the following methods.

Request by Mail:

Arvada Fire Department
7903 Allison Way
Arvada, CO 80005
Attn: Fire Marshal

In Person (please call first)

Arvada Fire Headquarters
7903 Allison Way
Arvada, CO 80005
M-F 8:00am to 5:00pm

Via Facsimile:

(303) 432-7995
Attn: Fire Marshal