

**NORTH TOOELE FIRE DISTRICT**  
**REQUEST USE OF FIRE DISTRICT BUILDING**

WHEN USING AN NTFD FACILITY YOU NEED TO FOLLOW THESE EXPECTATIONS:

\*\*Please be mindful that our crews will be operating during the time of your event and will need to have unrestricted access.

- PLEASE DO NOT park in front of any of the facility doors.
- PLEASE DO NOT park behind the building or in any firefighter designated parking.
- PLEASE DO NOT block any of the inside doors.
- PLEASE DO NOT tamper with any equipment, apparatus, paperwork etc.
- VISITORS are NOT allowed to climb on any department vehicles, touch any gear/equipment or tamper with any department belongings unless supervised by NTFD personnel.
- CHILDREN must be supervised by an adult at all times.
- Building use is only available between the hours of 8am – 9pm unless previously approved by the Station Officer.
- Use of alcohol is strictly prohibited on fire district property.
- Smoking/tobacco use is strictly prohibited on fire district property.
- Use of the kitchen for food cooking or preparation must be scheduled and approved prior to the event.
- Use of the AV system (if available in the station) is allowed. Please ask the Station Officer for assistance.

CLEAN UP

(Cleaning supplies can be located in the supply closet/under the kitchen sink)

- Clean off tables and chairs if used and return station to former configuration
- Clean the kitchen if used
- If you used any appliances/utensils please clean them and put items back
- Take out the trash and replace the liner
- Vacuum the floors if necessary
- Make sure the bathrooms are clean

I understand the expectations set for the use of an NTFD facility. If I do not abide by these expectations I will forfeit the use of any NTFD facilities. If there is any damage done to the facility or items in the facility as a result of my event I will be held liable and will need to pay for any damages done. I further agree to hold harmless the NTFD from any and all damages, liability, and claims, arising from use of the fire district building.