



BERKS COUNTY FIRE TRAINING CENTER SITE USAGE REQUEST FORM

revised 6/23 / N Fire Training Site Usage Request Forms

Training Date and Times Requested:

TO

Other agency(s) Attending:

Point of Contact:

Name:

Agency:

Phone (daytime):

Please provide a description of the equipment, services, and training to be performed on site including the expected number of attendees:

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E-mail completed form to:
berksfiretraining@berkspa.gov

Alternate Delivery - Fax: (610) 378-5568

SITE RESERVATION REQUESTS

Building Sites		
REQUESTED		"New" Burn Building (A)
REQUESTED		"Old" Burn Building (B)
REQUESTED		Drill Tower
EXPECTED # OF ATTENDEES		Classroom
Confined Spaces		
REQUESTED		Confined Spaces (Manholes)
REQUESTED		Confined Spaces (Tanks)
Flammable Liquids Pits		
REQUESTED		L-Pit
REQUESTED		Round Pit
REQUESTED		Propane Evolutionary Pit
Other Locations		
REQUESTED		Fire Extinguisher Pit
REQUESTED		Roof Simulator
REQUESTED		General Grounds Usage
REQUESTED		Drafting Pit

REQUESTED		Fire Extinguisher (2.5 P/W)
REQUESTED		Fire Extinguisher (2.5 AFFF)
REQUESTED		Fire Extinguisher (10# BC)
REQUESTED		Fire Extinguisher (10# ABC)
REQUESTED		Fire Extinguisher (10-15# CO2)
REQUESTED		Flares
REQUESTED		Flammable Liquids Pit Analysis
REQUESTED		Fuel Oil
REQUESTED		Smoke Machine (Includes 1 qt.)
(PER QT)		Additional Liquid Smoke
(PER SHEET)		Plywood
REQUESTED		Propane
REQUESTED		Forcible Entry Prop
REQUESTED		Excelsior
REQUESTED		Door/Window Dowels
OTHER		
Please specify items and applicable amounts		



Berks County Fire Training Center

895 Morgantown Road ♦ Reading, Pennsylvania 19607

INSTRUCTIONS FOR COMPLETION

1. Training Dates and Times Requested: Provide the date (MM/DD/YYYY) and both the starting and anticipated ending time of the usage request.
2. Point of Contact Name: Please provide the primary person's point of contact requesting site usage.
3. Point of Contact Agency: Please provide the primary person's point of contact's agency requesting site usage.
4. Point of Contact Phone: Please provide the primary person's point of contact telephone number.
5. Description: Please provide a brief description of the equipment, services, and training that will be performed on site and an expected number of attendees. It is not necessary to include information if this information will be supplied in a burn plan.

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Please indicate all buildings that will be needed for training. Reservations are made on a first come, first served basis (with burn plan approval, if applicable).

Please indicate all training props that will be needed for training including classrooms. Reservations are made on a first come, first served basis (with burn plan approval, if applicable).