



# BURLINGTON TOWNSHIP FIRE DEPARTMENT

## VEHICLE/EQUIPMENT REPAIR REQUEST

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

VEHICLE/ EQUIPMENT COMPLAINT:

Issue / Item needing repair:

IS VEHICLE/EQUIPMENT OUT OF SERVICE? YES NO Entered in Iamresponding?

STATION CHIEF APPROVAL

DATE :

PLEASE GIVE A DETAILED EXPLANATION AS TO THE PROBLEM AT HAND AND

ACTIONS TAKEN SO FAR

All equipment in need of repair must have this form attached to it. The District Office must be notified as to the location of the equipment in need of repair if it is to be picked up. Otherwise it must be dropped off at the District Office with the form attached.

### FIRE DISTRICT OFFICE USE ONLY

Date District Office received this notification:

Staff making repair arrangements:

Vendor Assigned Repair:

Date Vendor Notified

Comments:

Date Station Updated:

Requisition # Issued by Sta.

PC # generated