



Newton Fire Department
Bureau of Fire Prevention & Code Enforcement
1164 Centre St. Newton, MA 02459
Main:617-796-2230 Fax: 617-796-2239

Request for a Fire Detail

1. Permit # (if applicable)*	<input type="text"/>
2. Company Name*	<input type="text"/>
3. Company Address*	<input type="text"/>
4. Company Phone Number*	<input type="text"/>
5. Person requesting detail*	<input type="text"/>
6. Billing name and Address (if different)	<input type="text"/>
7. Location of Detail*	<input type="text"/>
8. Reason for Detail*	<input type="text"/>
9. Indoors or Outdoors*	<input type="text"/>
10. Date(s) Requested*	<input type="text"/>
11. Start Time*	<input type="text"/>
No starts between 0730 and 0830.	
12. Number of FF's needed*	<input type="text"/>
13. On Site Contact Person*	<input type="text"/>
14. On Site Contact Phone Number*	<input type="text"/>
15. Signature*	<input type="text"/>

* These fields are required to be filled out or the detail **WILL NOT** be filled

Please write clearly and legibly. Requests that are unreadable **WILL NOT** be filled.

Forms must be emailed to fireprevention@newtonma.gov **NO LATER** than 1 p.m. the day before the detail.

Details for Monday must be emailed by 1 p.m. the Friday before the detail.

Cancellations must be emailed to fireprevention@newtonma.gov NO PHONE CALLS

Any detail cancelled within 24 hours of the detail will be charged a 4 hour minimum.

Detail from 0-4 hours are billed as 4 hours. Details from 4-8 hours are billed as 8 hours.

Details longer than 8 hours are billed hourly.

The detail rate is \$49.50/hr. Details of 4 or more FF's include a supervisor at \$54.50/hr.