

E/S#

CONTRACTOR:

# EMERGENCY EQUIPMENT RENTAL - USE ENVELOPE

CONTRACTOR		
Resource Order No.		INCIDENT NAME
ARRIVED AT MOBILIZATION POINT		Location
Date	Time	
Operator(s)		
Equipment Type	Size	Number
Date Released		Time Released

## FORMS:

- RESOURCE ORDER (R031)
- OF-294 EMERGENCY EQUIPMENT RENTAL AGREEMENT
- OF-296 VEHICLE/HEAVY EQUIPMENT INSPECTION CHECKLIST (**PREUSE**)
- OF-297 EMERGENCY EQUIPMENT SHIFT TICKET(S)
- OF-286 EMERGENCY EQUIPMENT - USE INVOICE
- OF-288 EMERGENCY FIREFIGHTER TIME REPORT (IF APPLICABLE)
- COMMISSARY ISSUES (IF APPLICABLE)
- OF-304 EMERGENCY EQUIPMENT FUEL AND OIL ISSUE (IF APPLICABLE)
- OF-296 VEHICLE/HEAVY EQUIPMENT INSPECTION CHECKLIST (**RELEASE**)
- ALL GOVERNMENT-ISSUED SAFETY EQUIPMENT RETURNED (APPLIES TO DOZER OPERATORS AND SWAMPERS ONLY)

ALL FORMS ARE INCLUDED IN THIS ENVELOPE. ALL SIGNATURES HAVE BEEN OBTAINED AND THE ENCLOSED INVOICE IS COMPLETE AND READY FOR PAYMENT. ALL FUEL, OIL, PARTS AND COMMISSARY ISSUES HAVE BEEN POSTED.

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EQUIPMENT TIME RECORDER                      DATE                      FINANCE SECTION                      DATE

PRIVACY ACT STATEMENT: The information requested on this form is required under the provisions of 31 USC 82b and 82c, for the purpose of disbursing federal funds to the Contractor. The information is necessary to identify the contractor in Federal payment and reporting systems and shall be protected from improper disclosure in accordance with the Privacy Act of 1974.

<b>ADMINISTRATIVE</b>
<b>FOLLOW-UP NEEDED:</b>
<b>YES                      NO</b>
Remarks _____
CONTINUE ON REVERSE IF NECESSARY

<b>NOTICE TO CONTRACTOR</b>
REPORT TO: _____
INCIDENT: _____
BEFORE LEAVING AN INCIDENT, FINAL INSPECTION AND EQUIPMENT-USE INVOICE <u>MUST</u> BE COMPLETED. YOU ARE NOT CONSIDERED RELEASED AND <u>WILL NOT</u> BE PAID UNTIL ALL INVOICE DOCUMENTS ARE COMPLETED AND SIGNED. CHECK WITH FINANCE SECTION CHIEF.