

Overland Park Fire Department Public Event Resource Request

Thank you for your interest in the Overland Park Fire Department. Please provide the information below and submit it 60 days prior to the event date for our evaluation. If you have any questions please contact Public Education Division at (913) 895-8400.

Name of Event:	Date of Event:
Sponsoring Organization(s):	
Location of Event:	
Expected Attendance:	Time and Duration:
Audience (mark all that apply): ADULTS CHILDREN FAMILIES OTHER:	
Describe the goal of the event and what role would the Overland Park Fire Department play in helping you reach this goal:	
Specifically, how would you like the Overland Park Fire Department to participate? (Educational Services, Safety Support, Emergency Medical Services, etc.)	
Please list other groups or organizations that have agreed to participate.	
Is there any other information you would like to provide that you think might be helpful?	
Contact Person:	Telephone:
Mailing Address:	
Additional helpful information for contact (voice mail numbers, fax numbers, E-Mail, etc.):	

Submitting this form DOES NOT guarantee participation by the Overland Park Fire Department in your event, grant permission for use of our name or logo in any advertisement or connect us in any way to your event. All requests submitted 60 days prior to the event will be evaluated in a timely manner and you will be contacted at least 30 days prior to your event with the results of that evaluation. Requests submitted after 60 days prior to the event will be denied.

Send request to: Public Education
 Overland Park Fire Department
 12401 Hemlock
 Overland Park, KS 66213

Or fax:
 Attention: Public Education
 (913) 895-8421