
Office of State Fire Marshal
Public Records Request Form

Name _____ Date _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

E-mail _____

Description of records requested. Please be as specific as possible.

Delivery Information:

- Receive copies of requested documents via e-mail in pdf format. An invoice for the cost of copies will be provided to the requestor, which must be paid before delivery.
- Receive copies by mail. An invoice for the cost of copies will be provided to the requestor which must be paid before delivery.
- View Records at the Office of State Fire Marshal. The requestor will be notified when the records are available for review. There is no cost to view records during regular business hours.
- Pick up copies. An invoice for the cost of copies will be provided to the requestor which must be paid before the delivery.

You may use this form to submit your Public Records Request to the Office of State Fire Marshal or you may decide to e-mail, write or fax and provide this information without using the form.

If you have questions, please feel free to call Susan Brown at (225) 925-4604.