



Station Tour Request

Touring your local fire station is a great way to see the firefighter's second home and are available upon request. Any community or individual is welcome to arrange a tour. Please allow two-weeks notice in order to accommodate possible scheduling conflicts due to training. Station tours last approximately 30-45 minutes and include meeting your local firefighters, seeing how they work in day-to-day operations, and viewing the equipment that they use. During tours and presentations, firefighters remain in service and are subject to emergency calls. In the event of an emergency, firefighters may be delayed or required to cancel the event.

NOTE: The OCFA **does not** host birthday parties or send fire engines/trucks to birthday parties, but we are more than happy to give your birthday child or group a tour of the station.

To Schedule a Tour:

1. Print this form, fill it out, email to jenniferwein@ocfa.org or fax to (714) 368-8828.
2. Please allow two-weeks to process the request.
3. **Groups should be no larger than 25 participants and for educational purposes children need to be at least four-years-of-age or older.** There should be one adult chaperone for every 5 children.
4. Please be aware that the fire stations are on 24-hour call. Even with booked tours, the possibility exists that the crew could be called out and the station will be closed when you arrive. If the crew is not at the station for the scheduled tour, wait for 15 minutes. If the crew doesn't return in that time frame, call (714) 573-6200 to reschedule the tour.

Information Needed to Process Request:

Date Request:

Alternate Date:

Time:

Group Name:

Station Number/City:

Contact Name:

Contact Phone Number:

Contact Email:

Group Size and Age: