



City of Mt. Morris Fire Department

Incident Report Request Form

\$15.00 processing fee per report.

Processing time for reports is approximately seven business days.

The fire department will contact you when your report is ready for pickup or it can also be emailed.

Today's Date: _____

Please fill out the following information pertaining to the incident

Incident Address: _____

Date of Incident: _____ Type of Incident: _____

Reason for Request: _____

Person Making Request: _____
(First) (Middle Initial) (Last)

Contact Telephone Number: _____

Email Address: _____

Signature of Person Requesting Report: _____ Date: _____

City Use Only

Payment Received: YES or NO Date Received: _____

Request Taken by: _____ Emailed Date: _____

Incident Number: _____

Incident Released by: _____