Department of Military Affairs and Public Safety

Earl Ray Tomblin, Governor
Joseph Thornton, Cabinet Secretary
Anthony W. Carrico, State Fire Marshal

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OFFICE OF THE STATE FIRE MARSHAL

1207 Quarrier St, 2nd Floor
Charleston, WV 25301
www.firemarshal.wv.gov

Year 2015 Certification and Disbursement Application
For State Funds Insurance Premium Tax Money
(Return this application to this office no later than **January 31, 2015**)

ALL 2014 NFIRS REPORTS MUST BE SUBMITTED TO RECEIVE FUNDS!

I. Fire Department Data: (All Fields are Required – Complete Front and Back)
PLEASE PRINT!

Department Name:	FDID #:	County:	
Mailing Address:	City:	Zip:	
Dept. Physical Address:			
Dept. Email Address:			
Department Phone:	Dept. Fax:		
Department Type: VOL ☐ PT-PD ☐	FEIN TAX NUMBER:		
Total Number of ACTIVE **Volunteer** Members _____	Total Number of ACTIVE **Paid** Members (if any) _____		
Do All Fire Dept Apparatus Have An Emergency Vehicle Permit? Yes ☐ No ☐			
Do All **P**rivately **O**wned **V**ehicles Using Lights And Sirens Have An EVP? Yes ☐ No ☐			
ISO Rating:	Substations? Yes ☐ How Many? ___ No ☐		
Chief's Name:	Chief's Home Phone:		
Chief's Work Phone:	Chief's Cell Phone:		
Chief's Home Address:	City:	State:	Zip:
Chief's Email Address:			
Ass't Chief's Name:	Ass't Chief's Home Phone:		
8am-4pm Contact Person:	Contact Person's Phone:		
NFIRS Reporting Officer:	NFIRS Rpt Officer's Phone:		
NFIRS Rpt Officer's Email:	NFIRS Rpt Officer's Alternate Email:		
President's Name:	President's Home Phone:		
President's Work Phone:	President's Cell Phone:		
President's Home Address:	City:	State:	Zip:
President's Email Address:			

II. Fire Reporting:

§ 8-15-8a "Each volunteer or part volunteer fire company or department must:

(a) Submit and maintain current submission of fire loss data to the State Fire Marshal."

To obtain more information about NFIRS 5.0, visit the website at www.nfirs.fema.gov, or contact the SFMO Fire Department Services Division at (304) 558-2191, Ext. 53224 or by email at nfirs@wv.gov.

III. Statement:

I, _____, herewith certify that as of _____/_____/_____
(Printed Name of Chief) (Appointed / Elected Date)
I have been duly appointed or elected as the Chief of this department and that this fire department or fire company complies with all Federal and State laws to the best of my knowledge. I am aware that by neglecting to submit any and all incident reports in a timely manner, my department may not be certified to receive state funding.

All required information contained in this application is complete, true and accurate.

Date: ____/_____/_____ Fire Chief's Signature: _____

Return this application to:

WV State Fire Marshal's Office
Fire Department Services Division
1207 Quarrier St., 2nd Floor
Charleston, WV 25301

No later than January 31, 2015

All forms and applications are now available online. Please visit our web site to expedite your needs and requests at: www.firemarshal.wv.gov. Office personnel can also be contacted via E-mail at the website.

Important Notice--USFA Assistance to Firefighters' Grants

The SFMO is working closely with FEMA to ensure FD compliance with grant funding requirements as they concern NFIRS. *FEMA will be automatically notified each quarter of departments that are delinquent in submitting their incident reports*. If your department fails to report consistently, including for the 12 month period after your USFA grant award begins, FEMA has assured us your department will be unable to close out your grant funding at the end of your award year. In extreme cases of reporting negligence, FEMA can take steps to freeze grant monies