

TARRANT COUNTY 9-1-1 DISTRICT

9-1-1 Public Education Supplies

GUIDELINES

Take a blank copy of this form with you to duplicate and have on hand. Complete the request form as soon as you know you have an event coming up. Fax it to TC911 as early as possible (817-882-0500). **Two weeks advanced notice is preferred.** After faxing the request form, call Elaine Noe at 817-820-1175 to schedule a date and time for pickup. As always we will make every effort to accommodate your requests.

Date Needed _____ Date Requested _____

Agency Name _____

Your Name _____

Telephone # _____ Fax # _____

Address _____

Event

Title _____

Date _____

Description of your presentation or booth set up _____

Target Audience

_____ Preschool

_____ Elementary K - 3

_____ Elementary 4 - 6

_____ Junior High

_____ High School

_____ Adults

_____ Senior Adults

_____ Cell Phone Users

_____ Hearing Impaired

_____ Visually Impaired

_____ Citizens Police/Fire Academy

_____ Calltakers/Dispatchers

Number of guests expected _____

Office Use Only

Approved by _____ Today's Date _____

Comments _____

ITEMS RECEIVED

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Equipment Checkout

- Phone simulator #1
- Phone simulator #2
- Red E. Fox banner #1
- Red E. Fox banner #2
- Red E. Fox costume #1
- Red E. Fox costume #2
- Display Booth

Picked up by _____ **Date** _____

Office Use Only