



KANSAS CITY, KANSAS FIRE DEPARTMENT

**Fire Headquarters
815 North 6th Street
Kansas City, Kansas 66101**



John Paul Jones
Fire Chief

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FIRE APPARATUS REQUEST

If your organization is requesting a FIRE APPARATUS VISIT, please submit a written request to “Community Requests” at the mailing address or fax number shown above. You may also email your request to CommunityRequest@kckfd.org.

The Fire Department appreciates **two weeks notice** for all requests and should include the following information:

- Organization and Event name
- Date of your event
- Time of your event
- Location/Address of your event (where the fire apparatus will go)
- Event Coordinator –contact name, phone, fax and email of person making request

Within two weeks, you will receive a response letter confirming your request.



FIRE STATION TOUR

If your organization is requesting a FIRE STATION TOUR, please submit a written request to “Community Requests” at the mailing address or fax number shown above. You may also email your request to CommunityRequest@kckfd.org.

The Fire Department appreciates **two weeks notice** for all requests and should include the following information:

- Organization name
- Date you would like to tour the station
- If you want a specific station for the tour, please give station number or address
- Time you would like to tour the station
- Number of children and adults doing tour, we request that no more than 20 in the station at one time.
- Event coordinator –contact name, phone, fax and email of person making request
- For groups with children, please state number and ages of children

Within two weeks, you will receive a response letter confirming your request.