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FIRE PREVENTION DIVISION RECORDS REQUEST FORM

Las Vegas Fire & Rescue
Fire Prevention Division
500 N. Casino Center Blvd, Las Vegas NV, 89101
(702) 229-0366 / Fax: (702) 229-0124

To request a file search of Fire Prevention Division records for a specific address or Assessor Parcel Number (APN) for a property, the following form shall be completed. When search requests include multiple addresses and / or multiple APN's (multiple buildings and / or suites are considered multiple addresses), each separate search for FPD Records will require a separate request form to be completed and submitted.

Date:

Property address and / or Parcel # (APN):

Business Name (If known):

BILLING INFORMATION

Applicant / Contractor Name:

Applicant / Contractor Address:

City: State: Zip Code:

Phone Number: Fax:

Email:

Applicant Name:

(Print Name) *(Signature)*

(Signature indicates agreement to charges associated with processing this request)

Provide the following request information for the Address or APN:
Check applicable box(es) below:

- ☐ File Searches (Be Specific)
- ☐ Fire Code Violations
- ☐ Request for Plans
- ☐ Flammable & Combustible Liquid Storage Tanks
- ☐ Hazardous Materials Storage / Use Permit
- ☐ Other:

Charges:	
Initial File Search (1/2) hour minimum	$80.00 per hour
Copies of Written Records	$1.00 per page (Letter or Legal, $4.00 per page D & E size plans)
Compact Disks	$40.00 Per CD

* All Fire Prevention documents associated with an address have been scanned and saved electronically for retrieval. As a result, requests for properties with numerous records, can and will normally are given to the requester on a CD-ROM.

NOT A BILL INVOICE TO FOLLOW