Matthew G. McKay
Chief of Department

Fire Business: 978 352-5757
Fire Facsimile: 978 352-5741

TOWN OF GEORGETOWN
Fire Department Headquarters
47 Central Street
Georgetown, Massachusetts 01833-2422

DETAIL REQUEST FORM

Permit # (if applicable): Detail Type:

Detail Location Address:

Detail Date(s):

Detail Start Time:

Detail Interior or Exterior:

On Site Contact: Phone Number:

Company Name: Phone Number:

Company Mailing Address:

Requestor: Phone Number:

Billing Name (if different): Phone Number:

Billing Mailing Address (if different):

Signature:_____ Date:_____

By signing and submitting this form you acknowledge that you have read and agree to the current detail policy, rules and rates.

- Submitting this form does NOT guarantee the detail will be filled for the date(s)/time(s) requested
- Forms must be received NO LATER than 48 hours on the business day before the detail. Any requests after 48 hours will attempt to be filled as an emergency request and subject to additional charges. Phone requests are not considered an official request
- Forms may be emailed to fireprevention@georgetownma.gov or dropped off at the address above. Detail acknowledgement will be made within 24 hours of requested date and start time
- Any detail cancelled within 4 hours of the detail start time will be charged a 4-hour minimum
- Details from 0-4 hours are billed as 4 hours. Details from 4-8 hours are billed as 8 hours. Details longer than 8 hours are billed hourly at 1.5x the detail rate
- Current FY27 Rate: $71.00/hour. Sunday/Holidays 1.5x detail rate. Any detail over eight hours on Sunday & Holidays 1.5x the Sunday/Holiday Rate. Rates subject to change. There is a 10% administrative fee of the total detail cost