

**Brooksville Fire Department**  
**85 Veterans Ave Brooksville, Fl 34601**  
**Phone (352)-540-3840 Fax (352) 544-5462**

**SPECIAL DETAIL FORM**

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Date of Request: \_\_\_\_\_

Organization / Group making request: \_\_\_\_\_

Date of event: \_\_\_\_\_ Time of event: \_\_\_\_\_ Duration: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone number:(\_\_\_\_)\_\_\_\_\_

Number of People: \_\_\_\_\_

Address of event: \_\_\_\_\_

Type of presentation requested: \_\_\_\_\_

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Calls coming in regarding special events/ details will be routed through District Chief Stan Mettinger. All requests must be submitted at least three (3) weeks in advance of the day of the event to allow for the department to plan for management of said event. Upon approval from the Fire Chief the organization making the request will be contacted by District Chief Mettinger or a fire department designee and details will be worked out.

This form should be completed and emailed to [smettinger@cityofbrooksville.us](mailto:smettinger@cityofbrooksville.us)

District Chief Mettinger can be contacted by telephone @ 352-540-3840