

GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848
P: (509)787-2713 | WWW.GCFD3.NET

TRAINING REQUEST

Requested by: _____ Date: _____ Rank: _____

Training Title: _____

Training Dates: _____

Training Location: _____

Name of Motel / Hotel: _____ Phone #: _____

Training Justification: _____

Training Cost:

Class Registration: _____

Est. Lodging: _____

Per Diem: _____

Mileage Est: _____

Other Cost: _____

Est. Total: _____

Is the class announcement attached? Yes ____ No ____

Is an Activity/Drill sheet attached? Yes ____ No ____

Is a Per Diem form attached? Yes ____ No ____

Is a Leave/Flex form attached? Yes ____ No ____

Will you be gone on your duty shift? Yes ____ No ____

Explain _____

Will there be any overtime accrued? Yes ____ No ____

Explain _____

Will you need a staff vehicle? Yes ____ No ____

Date / Time: _____

Respectfully Submitted: _____

Approved: Yes ____ No ____ Date _____

Explain _____

By: _____ Title: _____

Chief Approved? _____

Registered by Secretary? _____

Paid by CC / Invoiced

Date: _____