



FIRE DEPARTMENT REGISTRATION FORM

SAFETY AND BUILDINGS
Fire Prevention Program
P. O. Box 7839
Madison, Wisconsin 53707-7839
TTY: Contact Through Relay
Jim Doyle, Governor
Richard J. Leinenkugel, Secretary

Please Type or Clearly Print Information

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04 (1)(m)].

Date: _____

Name of Fire Department: _____

Street Address of Main Station: _____

Mailing Address: _____

_____, WI _____ County : _____

Name of Designated Fire Chief: _____

Date (Month/Year) Fire Chief Originally Elected or Appointed: _____

Fire Chief Phone: (FD Non-Emergency) : (____) ____-____ Best Time to Call: _____

Alternate Phone: _____ Fire Chief E-mail: _____

Name of Lead Fire Inspector: _____

Lead Fire Inspector Phone: _____ Best Time to Call: _____

Lead Fire Inspector E-mail: _____

Name of Public Fire Education Officer: _____

Public Fire Education Officer Phone: (____) ____-____ Best Time to Call: _____

Public Fire Education Officer E-mail: _____

FAX Number for Fire Department Business: (____) ____-____

Fire Department Pay Status*:

- 1 () Career
- 2 () Combination
- 3 () Volunteer

Roster:

- Number of Current Members: _____
- Number of Firefighters: _____
- Number of Fire Inspectors: _____

*See Definitions on Back of Form

Municipalities:

List each municipality that is located within the territory served by this fire department. Designate whether Town, Village, or City of. (example; Municipality Town of Adams County: Adams). Place an **X** behind the type of services provided.

1. Municipality _____ County: _____
Fire Protection: _____ Fire Prevention: _____ Effective Date for Services Provided: _____

2. Municipality _____ County: _____
 Fire Protection: _____ Fire Prevention: _____ Effective Date for Services Provided: _____
3. Municipality _____ County: _____
 Fire Protection: _____ Fire Prevention: _____ Effective Date for Services Provided: _____
4. Municipality _____ County: _____
 Fire Protection: _____ Fire Prevention: _____ Effective Date for Services Provided: _____
5. Municipality _____ County: _____
 Fire Protection: _____ Fire Prevention: _____ Effective Date for Services Provided: _____

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FIRE DEPARTMENT PAY STATUS DEFINITIONS:

There are three classifications of fire departments in the United States: Career, Combination, and Volunteer. The terminology is not consistent by definition across the country. For administrative purposes, the Wisconsin Department of Commerce uses three classifications of fire departments based upon the pay status of the members. The following definitions are used in Wisconsin:

- 1 **Career:** Fire departments which have 100% of their members in full or part-time paid positions are classified as Career or Paid Fire Departments. The career fire department does not rely upon paid-on-call or volunteer firefighters to complement staffing (exception being mutual aid assistance). Examples of Career Fire Departments are: Milwaukee, Madison, Green Bay and Eau Claire.
- 2 **Combination:** Fire departments which have full-time, paid-on-call or volunteer members are classified as Combination or Part-Paid Fire Departments. The combination fire department may have one or more full-time staff, but rely upon paid-on-call or volunteer firefighters to complement the fire department. The full-time staff may be chief officers, fire inspectors, dispatchers or single engine company. Examples of Combination Fire Departments are: Menomonee Falls, Fitchburg, Plover and Rice Lake.
- 3 **Volunteer:** Fire departments which have predominantly volunteer members are classified as Volunteer Fire Departments. The classification Volunteer Fire Department may be misleading since the classification does not mean that the firefighters may not be compensated. For classification purposes, a volunteer fire department does not have any member of the fire department that is paid for 36 hours or more of work a week. Volunteer fire departments may compensate their members for fire calls, training, clothing allowance or to be on-call. The fire chief or fire inspector may be paid a yearly salary or stipend for their services. Insurance and workman's compensation organizations may have different definitions. Examples of Volunteer Fire Departments are: Washburn, Augusta-Bridge Creek, Verona and New Glarus.

For further pay status definitions, please see our website: <http://commerce.wi.gov/SB/SB-FirePrevention-FireDepartments.html>

FIRE DEPARTMENT REGISTRATION

A fire department that provides fire protection and fire prevention services to a municipality is required to register with the Department. In the fire dues process, fire department means a municipal fire department, public safety department, or public or private organization, such as a fire association, fire district, fire company or fire corporation, organized or created for the purpose of extinguishing fires and preventing fire hazards.

By statute, for the prevention of fire hazards, the chief of the fire department is constituted a Deputy of the Department of Commerce. Registration is required to issue the Deputy ID card to the fire chief, and to ensure that the fire department receives their fire dues funding from the municipalities served by the fire department.

Questions about this form? Call your district Fire Prevention Coordinator