TEMPORARY TOWER REQUEST FORM

(Note - this form should be used in conjunction with the checklists located in Chapter 11 of the Interagency Airspace Coordination Guide (www.fs.fed.us/r6/fire/aviation/airspace). Please attach this form to the Resource Order and forward both forms to the appropriate FAA Regional Operations Center (ROC), through established ordering channels.

I. GENERAL INFORMATION:
Incident Name ________________________ Management/Fiscal Code ____________________
Resource Order Number ________________ Request Number _______ Date_________________

II. POINTS OF CONTACT
Name/Agency Telephone
Ordering Unit __________________________________  ________________________
Air Ops/Air Support _____________________________  ________________________
Local or Expanded Dispatch _______________________  ________________________
Geographic Area Coordination Ctr__________________  ________________________
National Interagency Coordination Ctr_______________  ________________________
FAA POC at ROC ______________________________  ________________________
Name / Phone Number of Airport Owner / Operator_____________________________________
Has the Airport Owner been notified? YES  NO
Requested Operational Hours: ____________________________________________
Estimated Length of Duration: ____________________________________________

III. SUPPORT INFORMATION
Closest City/Town _____________________ State _________________
Where is the proposed location of the temporary tower (Select one or explain):
   Airport Name & FAA Code__________________________Helibase_________________
   Incident Command Post ____________________________ Other____________________
Is a facility available on site for use as a tower (Select one or explain)?
   FBO Site/Room rental/etc__________________Rental Trailer ______________________
   Facility to be built on site___________________Other ___________________________
Conditions to expect for overnight at site:  Camp ________________ Hotel__________________
Is a vehicle (Gov’t or rental) available for tower personnel?  YES  NO
Please attach detailed driving directions to the reporting site
Note Road closures, hazardous conditions, easiest route of travel, etc

IV. EQUIPMENT SURVEY - Refer to Chapter 11 checklist / Interagency Airspace Coordination Guide
What equipment do you currently have (radios, etc) for use by tower personnel?

What equipment do you need? (radios, etc)

Have you completed an inventory of equipment?