

SPECIAL NEEDS AND REMARKS:

SUPPLY REQUEST PROTOCOL

1. All S# requests need to be made via GM or more preferably, the S# Request Form. Ensure any additional required documents are included (Great Basin Chainsaw form, Property loss/damage form)
2. If your crew is purchasing via 'Fill at Home Unit' or 'Local Purchase' than include the fill information (as known.)
3. As needed, Payette Dispatch will forward the request to the INBA for approval.
4. Once approved, Payette Dispatch will create the S# and sent a copy to the requestor.

DISPATCH USE ONLY

IBA SIGNATURE: