

Federal Land Use Agreement (LUA) Intake

Intent: Logistics, Facilities, State PROC, Lead EQTR, FSC etc. to gather the below information and submit to Buying Team CO, Local CO or Federal PROC/CO to initiate LUA on incidents both Federal and State.

Incident Name	
Resource Order S#	<input type="checkbox"/> Yes, S# _____ <input type="checkbox"/> S# has been requested through ordering/dispatch
Purpose	<input type="checkbox"/> ICP/Spike <input type="checkbox"/> Helibase/Aviation <input type="checkbox"/> Dipsite/Drafting Site <input type="checkbox"/> Potable/Grey Water <input type="checkbox"/> Other _____ <i>*Expanded information to fill out on page 2</i>
Proposed Start Date	
Owners Name	
Owner Address <i>(Physical & Mailing):</i>	
Owner Phone <i>(Home & Cell)</i>	
Owner Email	
Active registration in SAM.gov	<input type="checkbox"/> Yes, Unique Entity Identifier No: _____ <input type="checkbox"/> No, provide vendor code worksheet (One-Time Payment ONLY)
Physical Location of Land/ Facility <i>(Address, lat/long, descriptive location, etc.)</i>	
IMT Point of Contact <i>(Name, Phone Number, & Email)</i>	
Host Unit Point of Contact <i>(Name, Phone Number, & Email)</i>	(Host unit FMO, Forest Supervisor, District Ranger, etc.)

Notes:

- Must attach pictures or maps of facility/land.
- DO NOT discuss pricing or rates with land owner

LUA INTAKE CHECKLIST- CONTINUED

Complete the applicable sections below for the LUA on page 1.

Note any existing damage and document with photos before use.

Existing Facilities: examples- School, Community Center, Fairground, VFD building, Airport etc.

Electricity Restrooms Gymnasium Showers Wi-Fi/Internet
Kitchen Toilet Supplies Athletic Field Copiers
Existing Refuse Collection Existing Janitorial Staff Services and Supplies
Number of classrooms _____ Number of restrooms _____ Number of offices _____
Additional Information/ Considerations: use restrictions, unique conditions, etc.

Non-Facilities: example- field, spike camp, staging or parking area where infrastructure is not used

Existing Ground Condition: Grass Bare Gravel Asphalt Other _____
Number of Acres _____ Incident Providing Sanitation onsite: Yes No
Additional Information/ Considerations: condition of structures, fences/gates, livestock concerns, etc.

Dip/Drafting Site

Pond/Lake Holding Tank Other: _____

Additional Information/ Considerations: (include information such as existing structures, fences/gates, natural resource concerns, livestock/fish concerns, hazards, existing damage (document with photos before use)).

Water: examples- potable/non-potable water OR gray/black water dumping locations

Potable Non-Potable Gray Water Dump Black Water Dump
Usage be tracked (gallons obtained or dumped): Meter provided Shift Tickets Usage Log
Additional Information/ Considerations: (utilization restrictions, access requirements, etc.)