

## Volunteer Assistance Request

For accuracy and recordkeeping, please fill out the information below to request volunteer assistance from any of the Emergency Management Volunteer Groups for a scheduled event. Email the request form to [emergencymanagement@cowleycounty.org](mailto:emergencymanagement@cowleycounty.org).

**\*\*Submit a minimum of 30 days in advance of event\*\***

**\*\*Please note that this does not include emergency call-outs\*\***

Event title: \_\_\_\_\_

Event date: \_\_\_\_\_ Event time (start-stop): \_\_\_\_\_

Event location: \_\_\_\_\_

Agency requesting assistance: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone #: \_\_\_\_\_

What type of assistance is being requested? \_\_\_\_\_

\_\_\_\_\_

How many volunteers are needed? \_\_\_\_\_

What time do volunteers need to report? \_\_\_\_\_

How long is assistance required? \_\_\_\_\_

Where do volunteers report? \_\_\_\_\_

If reporting to someone other than the contact person listed above, please provide their name and cell #: \_\_\_\_\_

Please provide any special instructions or information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

