



# FIRE DEPARTMENT – CITY OF NEW YORK

BUREAU OF LEGAL AFFAIRS – FOIL UNIT  
9 MetroTech Center, Brooklyn, NY 11201  
(718) 999-0293

## Fire Incidents Special Report

This form is used to request a list of all Fire Incident Reports associated with a property, as logged by the New York City Fire Department. **There is a \$10 fee for each year searched.**

If the incident details are already known, use the [Fire Incident Reports](#) form to request copies of the records.

This completed record request form may be submitted:

- In-person at the FDNY headquarters during regular business hours (weekdays from 8 a.m. – 2 p.m., excluding holidays).
- By postal mail (must also include a stamped, self-addressed envelope). Include payment.

Because payment must be included, these records requests cannot be processed via email. The FDNY accepts payment in the form of money order or check payable to “NYC Fire Department” (no e-checks) – CASH IS NOT ACCEPTED.

### Section A

#### Customer Information

\_\_\_\_\_ Name

\_\_\_\_\_ Address

\_\_\_\_\_ Email Address

\_\_\_\_\_ City

\_\_\_\_\_ State

\_\_\_\_\_ Zip Code

\_\_\_\_\_ Telephone Number

### Section B

#### Property Information

\_\_\_\_\_ Address

\_\_\_\_\_ From (MM/DD/YYYY)

\_\_\_\_\_ To (MM/DD/YYYY)

\_\_\_\_\_ Borough

\_\_\_\_\_ Zip Code

#### **FDNY Use Only**

\_\_\_\_\_ Received

\_\_\_\_\_ Notes

\_\_\_\_\_ Processed