



## Department of Homeland Security

Michael T. Baylous, Cabinet Secretary  
State Fire Marshal Kenneth E. Tyree, Jr.

Phone: (304) 558-2191

Fax: (304) 558-2537

### OFFICE OF THE STATE FIRE MARSHAL

1600 Pennsylvania Avenue  
Charleston, WV 25302  
[www.firemarshal.wv.gov](http://www.firemarshal.wv.gov)

# PRIVATE EMERGENCY VEHICLE PERMIT APPLICATION

Please include the following documentation with each application:

- Copy of current Driver's License.
- Copy of current Vehicle Registration.
- Copy of current Proof of Insurance.
- Copy of EVOC Training.
- Copy of Fire Fighter 1 **or**
- Copy of First Responder Card **or**
- Copy of EMT Certification **or**
- Copy of EMT Paramedic Certification
- If the driver's name is **NOT** on the registration or insurance, they will need to provide a **signed** letter from the vehicle owner stating that they give permission for the driver to use their vehicle for emergency response calls.

1. FIRE DEPARTMENT INFORMATION		
Fire Department:	FDID #:	County:
Fire Department Mailing Address:		
Fire Department Contact Information:	Dept phone: Chief's phone:	Fire Chief's Email:
Authorizing Fire Chief: (Printed)		
Authorizing Fire Chief: (Signature)		

Only the duly elected/designated Fire Chief may authorize this permit and will be responsible for any misuse of red lights and sirens. This permit does not relieve the driver from due regard for the safety of all persons, nor from the consequences of reckless disregard for safety.

2. FIRE FIGHTER INFORMATION:	
Fire Fighter's Name and Current Address:	
Vehicle Information:	Year:
	Make:
	Model:
	VIN:
	License Plate Number:
Insurance Information:	Company Name:
	Policy Number:
	Expiration Date:

Upon leaving the department, trading vehicles, replacing windshields, or at the discretion of the Chief or WV SFMO, this permit is to be surrendered to the Fire Chief. The Fire Chief is responsible for returning this permit to the Fire Marshal's Office so that it may be removed from the respective Fire Department's file. Failure to return a permit which is no longer valid may result in non-issuance of future emergency vehicle permits.

When placing your permit on your windshield, place it approximately 3 inches above your state inspection sticker on the inside driver's side of your windshield.

Please mail all completed applications and documents to:

Office of the State Fire Marshal  
 1700 MacCorkle Ave SE, 4<sup>th</sup> Floor North  
 Charleston, WV 25314