



Douglas C. Janvrin, Jr.
Fire Chief

TOWN OF NEWBURY FIRE DEPARTMENT

Email: firedept@townofnewbury.org

Office: (978) 462-2282



Wallace J. Ziehler, Sr.
Deputy Fire Chief

Request for Fire Department Detail

DETAIL INFORMATION:

Person Requesting Detail: _____ Phone Number: _____

On-Site Contact Name: _____ Phone Number: _____

Type of Detail: _____ (e.g. EMS, Blasting, Welding, etc.)

Location of Detail: _____ (address and area of building)

Number of Firefighters: _____ Ambulance Required: Yes No

DAY OF WEEK	DATE OF DETAIL	START TIME	END TIME	TOTAL HOURS

BILLING INFORMATION:

Company Name: _____

Company Street Address: _____

Town/City: _____ State: _____ Zip Code: _____

Contact Person: _____ Phone Number: _____

Email Address: _____

DETAIL GUIDELINES:

- ❖ Details must be requested at least forty-eight (48) hours in advance of the detail. This forty-eight (48) notification does not include weekends and legal holidays as defined below
- ❖ Detail Rate of \$58.00 per hour applies to all Firefighters/EMT's working details
- ❖ Firefighters/EMT's receive a minimum of four (4) hours pay (\$232.00)
- ❖ If the detail goes beyond four (4) hours, but is less than eight (8) hours, each Firefighter/EMT will receive eight (8) hours pay (\$464.00)
- ❖ Firefighters/EMT's receive time and one half the detail rate (\$87.00) for all time over eight (8) hours, which is billed per actual hours worked
- ❖ Payment for the detail is due upon receipt of the invoice.
- ❖ Failure to provide the forty-eight (48) hours notification will result in a charge of two (2) hour minimum pay per scheduled Firefighter/EMT. The forty-eight (48) hour notification does not include weekends and legal holidays as defined below

- ❖ If a detail falls on a legal holiday as defined below, the rate shall be as follows:
 - One – eight (8) hours, double time rate (\$116.00)
 - The detail overtime rate on a holiday shall be paid at time and one half (1 ½) of detail rate per hour (\$174) for each individual hour of overtime with no minimum
- ❖ Legal Holidays are as follows: New Year’s Day, Martin Luther King Jr. Day, President’s Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day

PAYMENT INFORMATION:

Checks may be made payable to: **Newbury Fire Detail**

Payment may be sent to:

Newbury Fire Department

44 Central Street

Byfield MA 01922

Attn: Fire Chief Douglas Janvrin, Jr.