Request Form

FIRE INCIDENT REPORT

A fee of $112.30 (HST incl.) per incident must accompany all requests for MFES Incident Reports.

To request the report and make your payment using Debit or Credit please complete this form and email it to: fire.administration@mississauga.ca. Once the report has been processed you will be contacted for payment. Alternatively, you may make your payment by cheque or money order payable to the City of Mississauga and send it along with this form to the address below.

Mississauga Fire & Emergency Services Administration, Civic Centre, 300 City Centre Dr. 2nd fl, Mississauga, ON L5B 3C1

A copy of the incident report will be sent by regular mail to the mailing address provided, by email to the email address provided, or the report may be picked up personally at the address noted above.

Preferred method of access to report: ☐ Mail report ☐ Pick up report ☐ Email report

Incident Information		
Date of Incident (yyyy/mm/dd)	Time of Incident	Incident Number (If Known)
Street Number	Street Name or Location / Intersection	Suite/Unit Number
City	Province	Postal Code
Type of Incident ☐ Fire ☐ Vehicle (Accident/Fire) ☐ Medical ☐ Other (Please specify in additional details)		
Additional Details: Include any information that will help in the search for the correct incident, e.g. vehicle(s)description, type of incident (if "Other" selected). This will help ensure the appropriate incident report is released.		

Applicant Contact Information	
Company Name (if applicable)	Your File Number
First Name	Last Name
Telephone Number	Email

Mailing Address		
Street Number	Street Name or Location / Intersection	Suite/Unit Number
City	Province	Postal Code
Signature of Applicant	Print Name	Date (yyyy/mm/dd)

Office Use Only

Date Request Received _____/_____/_____ (YYYY MM DD) Date Report Sent _____/_____/_____ (YYYY MM DD) Payment Method – Cheque # Debit / Credit

Personal information on this form is collected under the authority of the Fire & Emergency Services Fees and Charges Bylaw 0244-2022. The personal information will be used for the processing and administration of your request. Questions about this collection should be directed to the Accounts Receivable Coordinator, Mississauga Fire & Emergency Services Administration, Civic Centre, 300 City Centre Dr. 2nd fl. Mississauga, ON L5B 3C1, Telephone 905-615-4462.