Request Form

FIRE EMERGENCY INCIDENT REPORT

A fee of $119.15 (HST incl.) per incident must accompany all requests for MFES Incident Reports.

To request the report and make your payment using 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. Please allow up to 14 business days to complete your request.

Mississauga Fire & Emergency Services Administration, Civic Centre, 300 City Centre Dr. 5th fl, Mississauga, ON L5B 3C1

A copy of the incident report will be sent by regular mail to the mailing address provided, or by email to the email address provided.

Preferred method of access to report: ☐ Mail 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, number: _____

☐ Credit, confirmation: _____

Personal information on this form is collected under the authority of the Fire & Emergency Services Fees and Charges By-Law 0165-2025. 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. 5th fl. Mississauga, ON L5B 3C1, Telephone: 905-615-4462.