Developing Current and Future Leaders

Minnesota State Fire Chiefs Association (MSFCA)
6737 W Washington St, Ste 4210 • Milwaukee, WI 53214
www.msfca.org • 800-743-0911

Kitchen Fire Safety Live Demonstration Unit
Application & Rental Agreement

Fire Department: _____
(Unit must be reserved by a MSFCA member.)

Event Description: _____

Event Date: _____ **Pick-Up Date:** _____ **Drop-Off Date:** _____

Address: _____

Contact Name: _____ **Email:** _____

Phone: _____ **Cell:** _____ **Amount Paid:** _____

Pick One: ☐ Unit 1 (Central) | Maple Grove Fire Dept. ☐ Unit 2 (South) | Dodge Center Fire Dept.

Pick-up, Return and Receiving: If you are receiving or returning the unit to the host site, please coordinate a pick-up/drop-off schedule with the host department contacts below.

Please note: Some back-to-back reservations may occur during popular rental periods. If you are receiving or returning a unit to another renting fire department, please contact that fire department to arrange a pick-up/drop-off schedule.

Unit One (Central)
Host: Maple Grove Fire Department
8925 Lawndale Lane North
Maple Grove, MN 55369

Contact: Deputy Fire Chief Patrick Farrens
Office: (763) 494-6091
Cell: (763) 354-0141
Email: pfarrens@MapleGroveMN.gov

Unit Two (South)
Host: Dodge Center Fire Department
130 East Highway Street
Dodge Center, MN 55927

Contact: Firefighter Jacob Hesse
Office: (319) 404-5720
Email: trnrjean19@gmail.com

The “Kitchen Fire Safety Live Demonstration Unit” is hereafter referred to as “the Unit.” I understand and acknowledge that the activity to be engaged in through the rental brings with it both known and unanticipated risks. Those risks include but are not limited to falling, slipping, fire and burns which could result in injury, illness, emotional distress, death and or property damage to myself, presenter, staff and guests.

I agree to complete and submit the Inventory Checklist upon receiving the unit and review the Unit Instructional Manual prior to use. The manual is a set of directions and safety precautions that are to be adhered to at all times during operation and use of the Unit. I agree that personnel who attended the Unit Demonstration Training will supervise, operate or train other fire department team members on the operation and use of the Unit. In addition, I agree to complete the Unit checklists (Clean Up Checklist, Inventory Checklist) and the Activity Report before returning the unit.

The undersigned agrees to supervise both the Unit and its use at all times the equipment is in the possession of the undersigned. The undersigned shall be in sole charge of operation of the Unit during the rental period. The undersigned shall be responsible for vandalism, theft or damage to the rental equipment while in their possession.

I voluntarily release, indemnify, hold harmless and discharge Minnesota State Fire Chiefs Association (MSFCA) from any and all liability, claims, demands, actions or rights of actions, whether personal to me or to a third party which are related to, arise out of or are in any way connected with the rental of the Unit including those allegedly attributed to negligent acts or omissions. I agree to reimburse any attorney’s fees and cost which may be incurred by MSFCA in the defense of any such liability claim, demand, action or right of action.

I acknowledge that I have adequate liability insurance to cover any bodily injury or property damage which might occur to me, the presenter, guests or staff from the use of the Kitchen Fire Safety Live Demonstration Unit I am renting or else I agree to bear the costs of such injury or damage to myself.

The undersigned acknowledges responsibility for the return of the Unit, the checklists, the Activity Report, props, and all the contents in a clean and organized condition per directions in the manual. **The undersigned agrees to pay up to an additional $400 clean up/restocking fee if the trailer is returned with props missing, out of order, checklists incomplete, Activity Report not submitted, or does not meet minimum cleaning requirements upon return.** If the Unit and supplies are returned in a damaged but repairable condition, the undersigned shall be liable for the cost of such repairs (other than normal wear and tear). The undersigned agrees that if the Unit and contents are returned in a destroyed or non-repairable condition, the undersigned shall be liable for full monetary replacement value. To ensure that you are not held responsible for prior damage or lack of cleaning, complete the checklists and Activity Report found in the black documents binder prior to return. If these checklists are not completed, supplies are missing or the Unit is not cleaned, you will be held responsible.

I understand, as the fire department transferring the Unit to another fire department or returning it to the host department, I will follow the Unit cleaning procedures, provide the required paperwork, and ensure any missing inventory, items needing repair, or issues related to the Unit are indicated in the Activity Report. I will report any of the above issues to the MSFCA office.

I understand as the fire department receiving the Unit it is my responsibility to look over the paperwork provided and inspect the Unit for proper cleaning. I will ensure any missing inventory, items needing repair, or issues related to the Unit are indicated in the Activity Report. I will report any of the above issues to the MSFCA office. Once I take procession of the Unit, I am accepting it as is.

A rehearsal two hours before the public live demonstration is required to ensure the Unit is fully supplied and all team members are prepared.

Terms: $75 for the first day of use and $25 for each additional *event* day. Refunds will not be issued if Unit is not used. In the event of severe weather or a major emergency, departments may postpone and reschedule their Unit rental date. Payment is required to reserve the Unit. Once payment is received, the rental will be reserved and place on the MSFCA calendar. Fire departments will be reimbursed for supplies with proof of purchase (itemized receipt).

Make checks payable to:
Minnesota State Fire Chiefs Association (MSFCA)
6737 W. Washington St., Ste 4210
Milwaukee, WI 53214

I acknowledge that I have had sufficient opportunity to read this entire document and that I understand its content and that I execute it freely, intelligently and agree to be bound by its terms.

Onsite Contact Name, Title: _____

Fire Department: _____

Signature: _____ **Date:** _____

Fire Chief Authorization Signature: _____

Name of Kitchen Fire Safety Unit Trained Individual: _____