



Dane County Emergency Management Community Outreach Event Request Form

Dane County Emergency Management (DCEM) encourages requests for Community Outreach Events (i.e. National Night Out). Community Outreach Events allow DCEM staff an opportunity to educate the whole community. DCEM will provide staff members for all Community Outreach Event requests to educate participants on emergency management related topics such as CCR, Stop the Bleed, Outdoor Warning Sirens, Rave System, emergency planning and emergency preparedness, etc. If CV-1 is requested for your event, tours of the vehicle will be provided.

Request for attendance at Community Outreach Events must be submitted to DCEM and will be **evaluated and approved 90 days prior to the event** with the understanding that true incidents take priority for attending and staffing the event. Please submit requests with as much advanced notice as possible to emergencymanagement@danecounty.gov.

DCEM will maintain a schedule of all approved, non-emergency requests. Any schedule changes should be directed to DCEM at 608-266-4330 or emergencymanagement@danecounty.gov.

Today's Date:	Request CV-1 attend: <input type="checkbox"/> YES <input type="checkbox"/> NO	Requesting Agency:	
Name of Outreach Event:			
Brief description of Outreach Event:			
Outreach Event Location (Address, City)			
Start Date:	Time:	End Date:	Time:
Contact Person:		Position:	
Cell Phone:		Email:	

Emergency Management Use Only			
Date & Time Available:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
EM Staff Attending:	Person 1:	Person 2:	
Request Approved:	Signature: _____		Date: _____