

Adams County Emergency Management Agency

222 North 52nd Street

Quincy IL, 62305

(217) 277-2005

MISSION REQUEST FORM

Requesting Organization

Date of Request

Event

Event Location

Event Date

Point of Contact

Email

Phone Number

Address

City

State

Zip Code

Briefly describe requested mission and time for personnel to report

Map or route attached

Special Instructions

Adams County Emergency Management Agency makes volunteer staff available to assist organizations with certain tasks such as traffic control and health and welfare communications. ACEMA may charge up to \$15.00 per hour per person assigned to the mission request. Cost may be waived by the EMA Director. Personnel are volunteers and individuals do not profit from funds, funding is used for equipment and training purposes.

Agency Use Only

Approved

Denied

Fee Waived

Date

Emergency Management Director

Assigned to:

Operations

Communications

VMST

Mission Assignment #