

Note: You will need to open this document in Adobe Acrobat and have the form completed before submission. You can also email the completed document to MRC@cdhd.wa.gov.



Chelan-Douglas Medical Reserve Corp Event Support Request Form

If you are a **non-profit** event organizer, the Chelan-Douglas MRC has the training and volunteer spirit to assist you in your event. If you would like to have Chelan-Douglas MRC support your event, **please complete the form below and email it to our MRC Coordinator Lexy Lieurance**. When possible, we need six to eight weeks advance notice. We will notify you if our volunteers are available for your event.

Event Contact Name * First _____ Last _____

Phone Number * _____ Email * _____

Organization Name * _____

Event Description * _____

Expected attendance at this event: * _____

Event date and hours of coverage required: * _____

Event Address * _____

City* _____ State* _____ Zip Code* _____

Please check all that you will provide for the WMMRC First Aid Stations: *

- | | | |
|---|--|---|
| <input type="checkbox"/> Flyer describing event | <input type="checkbox"/> Complimentary parking | <input type="checkbox"/> Water |
| <input type="checkbox"/> Site plan in advance | <input type="checkbox"/> Tents/Shade | <input type="checkbox"/> Food/Meals |
| <input type="checkbox"/> Event map with First Aid Stations marked | <input type="checkbox"/> Tables | <input type="checkbox"/> First Aid Supplies |
| <input type="checkbox"/> Chairs | | |
- Emergency Medical Staff phone, radio or other communication on site
 - Easy access for emergency vehicles on site
 - Identification of First Aid/Emergency Medical Stations
 - Identification of nearest hospital, distance from event in miles/minutes
 - Plan in place for suspending or postponing event if a serious injury occurs
 - Other organizations working on site

Do the first aid stations at the event require volunteers to have a certification level *beyond basic first aid training*?

YES

NO

Which of the following agencies have been notified of the event?

- Local hospitals
- Local fire/EMS services
- Local Law enforcement

Sign _____ Date _____