



FIRE PREVENTION

BELMONT FIRE DEPARTMENT

FIRE PREVENTION BUREAU
299 TRAPELO ROAD
BELMONT, MASSACHUSETTS 02478



TELEPHONE
617-993-2210
FAX 617-993-2211

Fire Department Detail Guidelines

July 2023

1. Permit applications should be filed through the Belmont Fire Department Fire Prevention Office (617-993-2210). The Office will need billing information and necessary permits filed at that time (Welding, etc.)
2. Current Fire Department Detail Rate is: \$58.43/hour
 + 10% Administration Fee will be added to total.
3. There is a four (4) hour minimum for any detail. After a period of four (4) hours, there shall be a minimum of eight (8) hours for the extra detail. (Welding details require that the detail personnel remain on site for ½ hour after the completion of the welding/cutting activity for that day).
4. If any detail is supervised, there will be a minimum of four (4) hours time for an Officer functioning in a supervisory capacity. The hourly rate charged for such supervisory work shall be the detail rate specified above times the percent differential attributable to his or her rank.
5. All details in excess of eight (8) hours shall be compensated at one and half (1 ½) times the detail rate.
6. To arrange a detail, 24 hour's notice shall be given. To cancel, notification must be made a minimum of four (4) hours prior to the start of the detail. Failure to give four (4) hours notice will result in the contractor being charged for the four (4) hours. Notification should be made to the Shift Commander at 617-993-2235. If the contractor cannot reach anyone at that number, call Joint Public Safety Communications at 617-484-1300.
7. The contractor must fill out a Detail slip, which will be presented by the detail personnel. Please make sure this slip is filled out completely.