

# Request an incident report

# Data protection agreement

In this form, we will ask for some personal information (such as name, address, postcode) in order to fulfil your request for information or services.

This information will be held securely and will be used to provide you with the service you have requested.

Any processing will be performed in line with the requirements of the Data Protection Act 2018 and the General Data Protection Regulation.

The Service is registered as a Data Controller with the Information Commissioner’s Office under the reference number ZA482017. Further details about how we process personal data can be found in our [privacy notice](https://www.northantsfire.gov.uk/privacy-statement/).

# Section 1 – Your information

|  |  |
| --- | --- |
| Full name |  |
| Email address |  |
| Contact number |  |
| Company name *(if applicable)* |  |

# Section 2 – Incident details

|  |  |
| --- | --- |
| Incident number *(If acquired)* |  |
| Date of incident |  |
| Approximate time of incident *(If known)* |  |
| Full address of incident |  |
| Please use this space to inform us of any additional information you feel is relevant |  |

# Section 3 – Method of payment

|  |  |  |
| --- | --- | --- |
| Please select how you intend to pay for a copy of the incident report | BACS |[ ]  Cheque |[ ]
| Do you require us to quote a Purchase Order (PO) number on our invoice to you? | Yes |[ ]  No |[ ]
| If you require us to quote a PO number on your invoice, please add it here |  |

Thank you for completing this form, please email it to enquiries@northantsfire.gov.uk and a member of the Service Information Team will be in touch with you shortly.