

Kootenai County Fire & Rescue

Administration Office

1590 E. Seltice Way
Post Falls, ID 83854
Tel: 208-777-8500
Fax: 208-777-1569
www.kootenaifire.com

TRAINING TOWER OPERATION GUIDELINES

(For users other than KCFR)

General Rules

1. Kootenai County Fire & Rescue (KCFR) will have priority using the training tower. All other users will be on a first come first serve basis.
2. KCFR is not responsible for lost, stolen, or damaged property.
3. KCFR retains the right to revoke use of the facility at any time.
4. Equipment such as a smoke machine, rescue mannequin, and select hose may be provided upon request.
5. KCFR does not provide the use of any staff personnel, but reserves the right to keep someone on the premises at any time.
6. The representative from the user must walk through the facility with a KCFR representative prior to use.

Reservations

1. Reserving the training facility requires at least fourteen (14) days advanced notice.
2. The requesting organization must request an access card in advance and have it activated for the time frame that the facility is needed.
3. Campus rules and agreements may be requested by phone by contacting the Training Officer at (208) 777-8500 or in person at 5271 E. Seltice Way, Post Falls, ID 83854.
4. Use agreements are not complete until the application is approved by KCFR's Training Officer or designee.

Cancellations

1. If a group reserving the facility cancels a reservation, the applicant must inform the KCFR Training Officer as soon as possible. Repeated cancellations or failure to notify may result in loss of facility privileges.
2. The user agrees that the agreement may be cancelled at any time by KCFR's Administration in the event of an emergency need requiring the use of the facility. Notice will be provided immediately to the user when a scheduling conflict becomes apparent.

Liability

1. The user will be liable for any damage to KCFR property which occurs accidentally or intentionally during occupancy.
2. The user shall be responsible for clean-up of all areas used (including table cleaning, floor mopping, garbage emptying, and restoration of the original table/chair arrangement).
3. All instructors and students participating in the use of the training facility shall complete and sign the insurance liability waiver. A Fire Chief or authorized designee may sign on behalf of his/her members.
4. Proof of Liability Insurance (see Item 16 on Facility Use Agreement).
5. The user, sponsoring organization or individual and all members thereof, waive all rights to challenge in any way or make a claim for any loss, liability, injury or damage against KCFR, its Officials, Commissioners, Officers, and all other personnel arising out of the use of the Training Facility or other District property or activities pursuant to the Facility Use Request; and further agree to indemnify and save free and harmless the District, its elected Officials, Officers and all other personnel from any claims, liability or loss occasioned as the result of injury or death to persons or damage to property arising out of the use of said facility, property or activity pursuant to the Facility Use Request.

Safety

1. Safety for the training event is the responsibility of the agency sponsoring the event.
2. All safety precautions necessary shall be taken to prevent harm or injury to all person/persons on the training grounds.
3. Any and all injuries shall be reported to KCFR's Training Officer as soon as possible. If the Training Officer is unavailable, KCFR's on duty Shift Captain will be notified.
4. Horseplay will not be tolerated in any facility or on the training grounds.