

State of Nevada Forestry Division

Version Date: 10/16/2013

2005001 Fire Billings

Reviewed: 2/9/2005

Description: This record series documents the billings for firefighting services by the Division to the Bureau of Land Management (in accordance with 43 U.S.C. § 1733), Federal Emergency Management Agency (in accordance with 15 U.S.C. § 2210), U.S. Forest Service (in accordance with 16 U.S.C. § 551a), and other governmental or private entities (See NRS 472.050, NRS 472.070, NRS 473.080 and NRS 474.550). The files may include: invoices, Fire Bill [Post Incident Reporting Checklist, Financial Summary, Personnel Cost Summary, Equipment Detail, Emergency Response Report, Resource (equipment) Order, Helitak Response, Crew Fire Report, etc.], federal forms, contractor reports, Document History Inquiry (final billing report), accounting documents and related correspondence.

Retention: Retain this record series for a period of three (3) federal fiscal years from the end of the federal fiscal year in which the final billing report (Document History Inquiry) was completed.

Disposition: Destroy