



**TOWN OF RIVERHEAD**  
**Office of the Fire Marshal**  
4 West Second Street, Riverhead, NY 11901  
(631) 727-3200 Ext. 601



Craig W. Zitek  
Chief Fire Marshal

David Andruszkiewicz  
Fire Marshal

Andrew Smith  
Fire Marshal

Liam Keating  
Fire Inspector

## Emergency Contact Information Form

THIS FORM IS A REQUIREMENT OF THE TOWN OF RIVERHEAD PLACE OF ASSEMBLY, ANNUAL AND TRIENNIAL PERMIT INSPECTIONS.

### BUSINESS / OCCUPANY INFORMATION

Business/Occupant Name:	_____
Address:	_____
Business Phone #:	_____ Other Phone #:
Knox Box Location:	_____ Access Code:

### BUSINESS OWNER INFORMATION

Business Owner Name:	_____
Business Owner Address:	_____
City/State/Zip Code:	_____
Owner Phone #:	_____ Other Phone #:

### BUILDING / PROPERTY OWNER INFORMATION

Property Owner Name:	_____
Owner Address:	_____
City/State/Zip:	_____
Owner Phone #:	_____ Other Phone #:

### EMERGENCY CONTACTS

Please list, in order of priority, up to three people that can be contacted in case of emergency at this location.  
These contacts should be persons that can be contacted nights, weekends, holidays and early mornings.

NAME	TITLE	PHONE # 1	PHONE # 2

### FAX/SCAN FORM AND SEND TO THE APPROPRIATE DEPARTMENT

FIRE DEPARTMENT	FAX NUMBER	EMAIL ADDRESS
Riverhead Fire Department	631-603-3689	rfddispatch@optonline.net
Wading River Fire Department	631-929-4362	fminspections@wadingriverfd.org
Jamesport Fire Department	631-722-2349	Jamesportfiredistrict@yahoo.com
Manorville Fire Department	631-878-6620	mfdsecy@optonline.net

IN THE EVENT THAT ANY OF THE CONTACT FORM INFORMATION CHANGES, A COPY OF THIS FORM WITH THE APPROPRIATE CHANGES NOTED SHALL BE RESUBMITTED