

Land Use Agreement (LUA) Intake

Intent: Logistics, Facilities, State PROC, Lead EQTR, FSC etc. to gather the below information and submit to Buying Team CO, Local CO or to initiate LUA on incidents both Federal and State.

Incident Name	
Resource Order S#	<input type="checkbox"/> Yes, S# _____ <input type="checkbox"/> S# has been requested through ordering/dispatch
Purpose	<input type="checkbox"/> ICP/Spike <input type="checkbox"/> Helibase/Aviation <input type="checkbox"/> Dipsite/Drafting Site <input type="checkbox"/> Potable/Grey Water <input type="checkbox"/> Other _____ <i>*Expanded information to fill out on page 2</i>
Proposed Start Date	
Owners Name	
Owner Address <i>(Physical & Mailing):</i>	
Owner Phone <i>(Home & Cell)</i>	
Owner Email	
W-9 Completed and Attached	<input type="checkbox"/> Yes <input type="checkbox"/> No. Provide Vendor with current revision of W-9 form.
Physical Location of Land/ Facility <i>(Address, lat/long, descriptive location, etc.)</i>	
IMT Point of Contact <i>(Name, Phone Number, & Email)</i>	
Host Unit Point of Contact <i>(Name, Phone Number, & Email)</i>	(Host Unit FMO/AFMO, INBA, Agency Rep, etc.)

Notes:

- Must attach pictures or maps of facility/land.
- DO NOT discuss pricing or rates with land owner

LUA INTAKE CHECKLIST- CONTINUED

Complete the applicable sections below for the LUA on page 1.

Note any existing damage and document with photos before use.

Existing Facilities: examples- School, Community Center, Fairground, VFD building, Airport etc.

Electricity ☐ Restrooms ☐ Gymnasium ☐ Showers ☐ Wi-Fi/Internet ☐
Kitchen ☐ Toilet Supplies ☐ Athletic Field ☐ Copiers ☐
Existing Refuse Collection ☐ Existing Janitorial Staff Services and Supplies ☐
Number of classrooms _____ Number of restrooms _____ Number of offices _____
Additional Information/ Considerations: use restrictions, unique conditions, etc.

Non-Facilities: example- field, spike camp, staging or parking area where infrastructure is not used

Existing Ground Condition: Grass ☐ Bare ☐ Gravel ☐ Asphalt ☐ Other ☐ _____
Number of Acres _____ Incident Providing Sanitation onsite: Yes ☐ No ☐
Additional Information/ Considerations: condition of structures, fences/gates, livestock concerns, etc.

Dip/Drafting Site

Pond/Lake ☐ Holding Tank ☐ Other: _____

Additional Information/ Considerations: (include information such as existing structures, fences/gates, natural resource concerns, livestock/fish concerns, hazards, existing damage (document with photos before use)).

Water: examples- potable/non-potable water OR gray/black water dumping locations

Potable ☐ Non-Potable ☐ Gray Water Dump ☐ Black Water Dump ☐
Usage be tracked (gallons obtained or dumped): Meter provided ☐ Shift Tickets ☐ Usage Log ☐
Additional Information/ Considerations: (utilization restrictions, access requirements, etc.)