

# Resource Check-in Form

Please submit completed form to Missoula Dispatch either by choosing the Submit button below or saving and manually emailing form to [sm.fs.mtmdc@usda.gov](mailto:sm.fs.mtmdc@usda.gov).

## Crew & Check-in Information:

Crew Members/Manifest:

Check-in Call Sign:

Crew Leader:

Crew Cell/Sat Phone#:

Unit or District:

Method of Check-In:

(e.g. radio, sat phone, in-reach)

Fiscal code

To be used if Dispatch staffs beyond  
normal operating hours in support of resource(s) listed

Approximate Check-in Time(s):

Resources MUST check in TWICE (in service & out of service)  
each day they are requesting tracking via Dispatch

## Missed Check-in/Emergency Contact Information:

Supervisor

Alternate  
Contact

Line Officer:

Contact #:

Alternate's  
Contact #:

Line Officer  
Contact #:

After Hours  
Contact #:

After Hours  
Contact #:

## Itinerary:

Departure Date:

Departure Point:

Return Date:

Return Point:

Method of  
Travel:

Camp  
Locations:

## Project Information:

Type of Work:

Hazards Associated with the Project:

## Evacuation Plan:

Identified Helispots, Airstrips, Driving Directions, etc:

## Additional Comments: