



WESTLAKE FIRE DEPARTMENT

Travis County ESD #9
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Austin, TX 78746

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P O Box 162170 Austin, TX 78716-2170

To: Birthday Party Planning

From: David Wilson, Fire Chief, Westlake Fire Department

Date: January 1, 2022

Subject: Procedure for Planning a Birthday Party Visit

I would like to thank you for your interest in the Westlake Fire Department (Travis County ESD No. 9). We are happy to help you plan a birthday party or other event where we will send a fire apparatus to visit. Unfortunately, we can not have events for the public unless you are in Travis County ESD No. 9 response area. I have outlined the process below for you to follow to make sure your event is successful, and you have an enjoyable time at the fire station.

To reserve a visit for your event please call Kelly Ling at 512-539-3410. She will schedule your event and make sure the firefighters on duty that day know to expect you. Should you not be able to contact Kelly, please email info@westlakefd.org.

Please remember that we are a working fire station that operates 24 hours per day seven days per week and may be late or have to leave your event.