

What I Need to Know

- A brigade has no legal right to *demand* a fee for service. This includes demanding a fee for conducting a hazard reduction burn or a fee for a fire suppression operation.
- However, brigades may suggest that private landholders make a donation in return for services provided other than a fire suppression operation. It is reasonable for a brigade to suggest a donation for hazard reduction services, especially given landholders are often grateful for a brigade undertaking this on their behalf.
- Brigades are able to invoice public landholders in return for services provided.

How I do it

Private Landholders

- You may suggest a reasonable donation based on the cost of consumables, and equipment maintenance and servicing costs.
- Where practicable, reach an agreement before the activity is undertaken.
- Once a donation has been made, issue a completed official receipt and advise the landholder that the donation is tax deductible.

Public Landholders

- Brigades providing services to Government Agencies such as QR, Department of Main Roads, DPI, EPA and Department of Natural Resources and Water are able to negotiate a fee for service.
- Where practicable, reach an agreement before the activity is undertaken.
- Use the official receipt/invoice book to invoice the Government Agency for payment.

Reference Materials

- Area Reference Manual – Business Rule D4.2.2 Manage Financial Administration
- Area Reference Manual – Business Rule D4.2.3 Manage Brigade and Group Financial Compliance
- Rural Fire Brigade Manual –Business Rule: D7.7 Donations