



State of Texas Assistance Request (STAR)



Type of Request: Live or Training ¹ STAR Number:

Requestor Information

Requested by Position and Name:

-

Requestor Phone Number:

Requesting Entity (*):

Requestor Email:

Requesting City: (if Needed)

Description

Request:

Quantity: Unit: (Pick one)

 Case Each Gallon Pallet Pound Ton Other

When Needed?:

For How Long?:

13

Consumable Resource

Demob / Returnable Resource

Number: / Unit of Time: (Hours, Days, Weeks, Months)

Request Description:

Justification / Purpose of Request:



State of Texas Assistance Request (STAR) Cont.

Delivery Address

Facility Name:

18

Facility Address:

19

Facility City:

20

Facility State:

21

Facility Zip:

22

Facility Longitude:

23

Facility Latitude:

24

Additional Information:

25

Point of Contact Name:

26

Point of Contact Phone:

27

Point of Contact Email:

28

Point of Contact Fax:

29

Requestor Signature:

30

Date:

31

Time:

32

DDC Signature:

33

Date:

34

Time:

35

Routing Options

Submit Request for Approval: 36

STAR Status: (Pick one)

Cancel Filled Not Filled Routing Submitted for Approval Working Other _____ 37

Create Action for this STAR?: 38

State of Texas Assistance Request (STAR) ACTION

Fill Action Form

Action Number:

39

Action Number:

40

Filler by Position and Name:

41

42

New Item:

43

Qty Filled:

44

Unit: (Pick one)

Case Each Gallon Pallet Pound Ton Other _____ 45

Estimated Cost:

46

Estimated Date / Time of Arrival:

47

For How Long?:

Consumable Resource

48

Demob / Returnable Resource

Number: / Unit of Time: (Hours, Days, Weeks, Months)

49

50

Phone Number:

51

Email:

52

Action Status: (Pick one)

Cancel Filled Not Filled Routing Submitted for Approval Working Other _____ 53

Notes:

54

Action Requestor Signature:

55

Date:

56

Time:

57

Form Submission

Please fill out form. Fax or mail printed STAR Requests with attachments together to the appropriate number or address. If City, send to County. If County, send to DDC. If DDC, send to SOC.



******This form is only to be used if no connection to WebEOC/Network is possible******

