



LAKWOOD VOLUNTEER FIRE COMPANY, INC.

37 J.W. PACKARD BLVD.

PHONE: 716-763-3005

LAKWOOD, NEW YORK 14750

FAX: 716-763-3774

BASIC INFORMATION FOR APPLICANTS

Mar.. 2015

1. Applicants are applying for membership in the Lakewood Volunteer Fire Company, Inc. It is a private non-profit corporation held by its members. It owns the clubhouse and training grounds on East Summit St. It is The Company that holds monthly meetings of the membership and provides By-Laws governing member requirements and activities.
2. When members of The Company are activated for alarms, drills, special training or by special order of the Chief, they become members of that department of the Village Of Lakewood known as The Lakewood Fire Department.
3. The officers of The Company are: President, Vice President, Captain, Asst. Captain, Lieutenant, Asst. Lieut., Secretary, Treasurer and Financial Secretary. All are elected offices. The Captains and Lieutenants also have leadership responsibilities in training and alarm activities and follow the Chiefs in The Department chain of command.
4. The officers of the Fire Department are: Fire Chief, First Asst. Chief and Second Asst. Chief. They head that department of the village. They are also elected to office by the membership of The Company and serve on The Company Board of Directors.
5. Company meetings are on the second Thursday of each month. All members are expected to attend. Missing three consecutive meetings, without having been excused by the president, is a violation of company By Laws.
6. Applicants are elected to membership, by secret ballot, at regular monthly meetings.
7. The first six months of membership is a probationary period. At the end of that period, another vote will be taken to determine if that probationary member will become a full active member.
8. Of approximately 800 alarms annually, about 90% are emergency medical calls.
9. Response to a minimum of 10% of the total alarms is required in any quarter of a year.
10. All members will be assigned committee responsibilities.
11. Training drills of approximately two hours are scheduled for 1930 Hours on every other Tuesday and 0930 Hours on every other Sunday. In the first year members are required to attend 50% of all drills.
12. Truck Inspection is held on drill Tuesdays at 1830 Hours at the fire station. All members are assigned to Truck Inspection for one month at a time, at a frequency of 2 or 3 times per calendar year.

14. Members are required to complete certification in the following courses (Or the equivalents) within the first 2 years of membership:
 - NYS Firefighter 1 or Scene Support Operations
 - Red Cross Standard First Aid or equivalent
 - Hazardous Materials First Responder
 - Cardio Pulmonary Resuscitation
15. Violations of By Laws regulating attendance at alarms, drills and/or meetings may result in fines or temporary suspension. The conviction of a third violation in a 2 year period could result in expulsion.
16. New members are administered the oath of office and actually become members at the next company meeting after the one at which their application was favorably voted on. That time between meetings is intended to provide opportunity for the following requirements to be met:
 - The Village Board Of Fire Commissioners must also approve the application.
 - Completion of a specified drug test.
 - Completion of a specified physical examination.
17. After being sworn in, members are issued a personal equipment issue number and equipment and basic information necessary and required for the safe execution of their specified task(s).
18. Driver Training on emergency vehicles is not offered in the first year.
19. In addition to the opportunity to participate in some team activities, regularly scheduled annual events include a children's Christmas party, the Fire Department annual awards banquet, a golf tournament and a family "Summer Fest" party.
20. In compliance with section 873-O of NYS Executive Law, all applicants are required to undergo a non-fingerprinting criminal history check for arson convictions. State Form DCJS-9 will be provided for that purpose. You and the Fire Chief must complete that form. It will be submitted, by the Chief, to the Sheriff's office.
21. Two verifiable forms of ID must accompany any application.
22. Our application does request that additional local criminal record information be provided to The Company but such information may be requested by separate letter.
23. New York State laws regarding liquor liability will be strictly enforced on company property and at all events where members represent The Company or The Department.
24. It must be understood that a paramilitary chain of command is standard operating procedure in both The Company and The Fire Department. Members are accountable to officers and, among officers, authority is passed in direct progression from highest to lowest and accountability is passed from lowest to highest.
25. After assuring professional emergency service, our greatest goal is to assure that membership is personally fulfilling and rewarding for each member.



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APPLICATION FOR MEMBERSHIP

1. _____
LAST NAME FIRST NAME M.I. EQUIP. #

<i>FOR OFFICE USE ONLY</i> Interview: _____ Election To Membership: _____ Sworn In: _____ Exit Date: _____ Note: _____

2. _____
STREET ADDRESS APT. #

CITY, TOWN, VILLAGE STATE ZIP CODE

3. _____
HOME or CELL PHONE WORK PHONE E MAIL ADDRESS

4. If you are 17 years of age, you must have a parent or guardian sign here indicating that they have read Basic Information For Applicants and that they give their consent and approval to the commitment you are making in applying for membership.

Signature _____ Relationship _____

5. Do you have a valid New York State drivers License? Yes ___ No ___

6. List previous fire, rescue or related service or experience. Include instruction received in those areas and specify the nature and dates of your involvement. Please submit copies of training certificates and letters of recommendations with this application. Please provide the name and phone number of most recent chief(s) or supervisor(s) in your list of references (#8 next page).

7. Employer: _____ Your Job: _____

Your Immediate Supervisor: _____ Phone: _____

Do we have your permission to contact this person as a reference ? : _____

L.V.F.C. APPLICATION FOR MEMBERSHIP Cont.

8. List three personal references, (former chief officers, supervisors, teachers, instructors or co-workers) other than relatives or members of this Company, who have known you well. The Membership committee will be contacting them.

1) Name _____ Phone _____

Address _____

2) Name _____ Phone _____

Address _____

3) Name _____ Phone _____

Address _____

9. List friends or acquaintances who are members of this company.

10. Have you ever been convicted or plead guilty to a felony, misdemeanor, insurance fraud, arson, or a reduction of one of those offenses ? _____. If "yes", provide details on an attached sheet.

11. A record of your hepatitis vaccination or a signed declaration rejecting one will be required for your Fire Department health record. Vaccinations are provided to members free of charge.

12. OSHA regulations require the passing of a physical examination for interior structural firefighters. This company provides such an examination free of charge and requires all members to complete such an examination and a drug test. Test results shall be part of your personnel file. Are you willing to undergo the physical examination and drug test? _____

13. By signing this APPLICATION FOR MEMBERSHIP and the two page **BASIC INFORMATION FOR APPLICANTS** you acknowledge having read and understood them.

APPLICANTS SIGNATURE

DATE