

## The Litchfield Fire Company, Inc.



**P. O. Box 786 Litchfield, CT 06759**

Thank you for your interest in becoming a member of The Litchfield Fire Company. The intent of this letter is to inform you of the levels of membership available in the Litchfield Fire Company, our membership requirements and how to proceed in becoming a member.

### **Levels of Membership**

There are 5 levels of membership available to an entry level applicant in The Litchfield Fire Company. They are as follows:

**Firefighter Member:** Performs full firefighting duty at fires, emergencies and drills (including interior structural firefighting) drives fire apparatus, is eligible to serve as a Line Officer (Lieutenant, Captain, etc.) or Staff Officer (Secretary, Treasurer, Etc.).

**Exterior Member:** Performs full duty at fires, emergencies and drills (except interior structural firefighting) drives fire apparatus, is eligible to serve as a Staff Officer only. (Secretary, Treasurer, Etc.)

**Fire Police Member:** Performs traffic control duty at fires, emergencies and drills, is eligible to serve as a Staff Officer only. (Secretary, Treasurer, Etc.)

**Auxiliary Member:** Performs in a support role only at fires, emergencies and drills, is not eligible to serve as a Line or Staff Officer.

**Junior Member:** Performs in a support role only at fires, emergencies and drills. Membership limited to those individuals age 14 to 17. Junior members are not permitted to enter structures involved fires or emergencies or operate in dangerous areas.

## **Requirements For Each Level of Membership**

Applicants wishing to become Firefighter, Exterior or Fire police Members must enter the Litchfield Fire Company as a Probationary Member (This requirement does not apply to Auxiliary or Junior members)

During the probationary period, the Probationary Member must complete requirements 1 through 3 and either requirement 4, 5 or 6 (depending on what type of member the applicant wishes to become) of the following requirements listed below.

- 1) Attend at least 4 monthly meetings.
- 2) Attend at least 4 monthly drills.
- 3) Attend enough fires, emergencies or other activities to compile at least 50 points. (25 fires or emergencies)
- 4) Complete a Firefighter I Certification course – to become a Firefighter  
Member
- 5) Complete a 30 hour course in basic  
firefighting offered by the Litchfield Fire Company – to become an Exterior  
Member
- 6) Complete a course in Fire Police Procedures – to become a Fire Police  
Member

Applicants wishing to become Auxiliary or Junior Members are NOT required to serve as a Probationary Member. Once accepted as an Auxiliary or Junior Member, the only requirement to maintain such Membership is to attend 4 monthly meetings of the Litchfield Fire Company per year.

## **Application Process**

Enclosed is an application for membership. It consists an APPLICATION FORM and a PERSONAL DATA FORM.

Applicants wishing to apply for membership are required to fill out both the APPLICATION FORM and the PERSONAL DATA FORM. Applicants are also required to submit the sum of \$12.00 with the application. This amount represents 1 year's dues in advance. Dues are normally billed in October, your second years dues will be pro-rated to reflect when you joined the company.

In order to complete the APPLICATION FORM, you must obtain the signatures of 2 members of the Litchfield Fire Company to sponsor your application

Once you complete both your APPLICATION and PERSONAL DATA forms, return them to the membership committee. Your APPLICATION FORM will be posted on the Firehouse Bulletin Board for a minimum of 30 calendar days prior to its being acted upon at a regular monthly meeting of the company. (1<sup>st</sup> Monday of each month)

During the 30 day period when your application is posted, you will undergo an interview and character investigation by the Fire Company Membership Committee.

At the conclusion of the thirty (30) day period, your application will be brought before the Litchfield Fire Company for acceptance in the form of a majority vote. Candidates may not be disapproved for reasons of race, religion, sex or ethnicity. A rejected applicant shall be eligible to reapply for membership after twelve (12) months.

All memberships in the Litchfield Fire Company are contingent upon an accepted applicant meeting the requirements for a physical examination set forth by the Litchfield Board of Fire Commissioners.

If your application is accepted by the Fire Company, you will receive an information package from the Fire Company Secretary. This package will tell you to report for a physical examination within 30 days. Failure to pass this examination will result the rejection of your application for membership. This physical examination will be based on the level of membership for which you have applied. Thus, if you fail the physical examination for one level of membership, you may still be able to join the Fire Company at a less physically demanding level of membership. The cost of the physical examination is covered by the Town of Litchfield.

Upon successfully passing the physical exam, you will begin your membership in the Litchfield Fire Company.

Now that you have read our requirements, we hope you are still interested in becoming a member. Admittedly our requirements are stringent, but mostly they are designed to protect the applicant, because fire training and firefighting are both strenuous and demanding. We are definitely interested in you becoming a member, and look forward to meeting and working with you in the future.

LITCHFIELD FIRE COMPANY

**APPLICATION FOR MEMBERSHIP**

**Name:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Town:** \_\_\_\_\_

**For:**     *Probationary*     *Auxiliary*     *Junior*     **Membership (circle 1)**

**Proposed by:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

Office use only below dashed line

-----

**Date Received:** \_\_\_\_\_

**Date Posted:** \_\_\_\_\_

**Date Approved:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ **Committee**

\_\_\_\_\_

**Date Elected:** \_\_\_\_\_

\_\_\_\_\_ **Secretary**

# PERSONAL DATA

Name: \_\_\_\_\_ (please print)  
(first) (middle) (last)

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: (H) \_\_\_\_\_ (C) \_\_\_\_\_

Email: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Are you a U.S. Citizen \_\_\_\_\_

Marital Status: \_\_\_\_\_ Name of Spouse: \_\_\_\_\_

Present Employer: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Type of Work: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Education: High school -

Trade school -

College -

Military Service: (give rank, assignments and type of discharge)

\_\_\_\_\_  
\_\_\_\_\_

Have you ever been arrested? \_\_\_\_\_ If "yes" explain below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you hold a valid Connecticut Drivers License? \_\_\_\_\_  
(list type of license)

Do you have any prior firefighting experience? \_\_\_\_\_  
(If yes, state where, when, rank and applicable certifications)

Why you want to become a Litchfield Firefighter?

---

---

---

---

---

---

Do you want to become an:

FIREFIGHTER MEMBER    EXTERIOR MEMBER    JUNIOR MEMBER

FIRE POLICE MEMBER    AUXILIARY MEMBER (circle 1)

In case of emergency the following should be notified:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

I authorize the investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for rejection or dismissal. I certify that the statements herein are true and correct and if accepted as a member, I agree to comply with all instructions, Rules and Regulations, Standard Operating Procedures and the Constitution and Bylaws of The Litchfield Fire Company, Inc.

\_\_\_\_\_ SIGNATURE OF APPLICANT

\_\_\_\_\_ PARENTAL OR GARDIAN SIGNATURE  
(Junior membership only)

Office use only below dashed line

-----

COMMITTEE:

DATE OF INTERVIEW: \_\_\_\_\_

---

---

---