

Attention Agency Chief Officer,

Attached is the Berrien County Fire Chiefs Association Authorization letter.

This letter is needed if your agency will have someone representing your agency at the Berrien County Fire Chiefs Association that is not a Fire Chief, Assistant Fire Chief, Battalion Chief, Public Safety Director or Deputy/Assistant Public Safety Director. (This letter does not need to be filled out if the person representing your agency is one of the positions just listed).

Please fill out the attached form on department letter head replacing the items in red with your agency information.

The authorization letter will expire on December 31 of each year.

A new authorization letter will be required yearly or anytime your agency has a change in representation.

The authorization letter must be returned to the Berrien County Fire Chiefs Association Secretary/Treasurer.

Please feel free to contact me with any questions.

Thanks and Be Safe.....

A handwritten signature in dark ink, reading "Frank DeLaTorre". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Frank DeLaTorre

Secretary/Treasurer

Berrien County Fire Chiefs Association

269-208-6761

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