



Station #1 – 32628 Oak Orchard Road, Millsboro, DE 19966
Station #2 – 25375 Banks Road, Millsboro, DE 19966

Re: Membership Application and Related Documentation Packet

Dear Prospective Member:

Identified herewith is the Indian River Volunteer Fire Company's Membership Application packet that must be completed in its entirety without exception. You will be required to complete the following components:

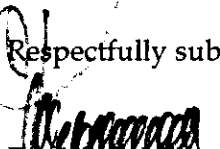
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|--|---------|
| (1) Application for Membership | Page 1 |
| (2) Character/Personal Reference and Consent | Page 2 |
| (3) Previous Firefighting and/or Fire Company Experience | Page 3 |
| (4) Waiver of Confidentiality Statement - Authorization for Release of Information | Page 4 |
| (5) DVFA Application for Membership - Beneficiary Information | Page 5 |
| (6) Internal Revenue Service Identification Number and Certification (Form W-9) | Page 6 |
| (7) IRVFC & DVFA Criminal History Affidavit | Page 7 |
| (8) State of Delaware Criminal History Record Verification | Page 10 |

You will be required to obtain and forward to the Indian River Volunteer Fire Company, Inc. a Criminal History Record. Our mailing address is:

32628 Oak Orchard Road
Millsboro, DE 19966
(302) 945-2800

If there are any questions, please do not hesitate to contact me at (302) 436-1070, extension 130.

Respectfully submitted,


Patrick C. Miller
President

ATTACHMENT
PCM:p

Indian River Vol. Fire Co., Inc.



SERVING OAK ORCHARD, RIVERDALE, LONG NECK AND VICINITY

MILLSBORO, DELAWARE 19966
(302) 945-2800

APPLICATION FOR MEMBERSHIP

Date of Application: _____

Name: _____ Date of Birth: _____

Address: _____

(Street Address)

(City)

(State)

(Zip)

Social Security Number: _____ Age: _____

Telephone Number: (Home) _____ (Work) _____

Employer (Current) - Name: _____

Address: _____

Occupation: _____ Years Employed: _____

May we contact for reference: _____

Previous Employer (if less than one year): _____

Address: _____

Occupation: _____ Years Employed: _____

May we contact for reference: _____

List Two References Not Related To You (Name, Address and Phone)

CHARACTER/PERSONAL REFERENCE AND CONSENT

I, _____, the undersigned applicant for membership with the Indian River Volunteer Fire Company hereby waives the physician-patient privilege of confidentiality, and does hereby consent that the Indian River Volunteer Fire Company may request copies, examine and/or copy any and all medical record bearing upon his/her character, personal characteristics, habits, associates, and/or traits.

Signature: _____

Date: _____

The undersigned, upon oath, deposes and states as follows: that he/she is the person whose signature appears hereinabove on the instrument entitled "Character/Personal Reference and Consent"; that he/she has read the same and is aware of the consent thereof; that the same is true and correct according to the best knowledge and belief of the undersigned; and that he/she executed the same freely and voluntarily.

Signature: _____

Date: _____

Sworn to and subscribed before me this _____ day of _____, _____.
Notary Public: _____

MEMBERSHIP ELIGIBILITY REQUIREMENTS AND TYPES OF MEMBERSHIP:

Section 1 - MEMBERSHIP ELIGIBILITY

Any person at least 16 years of age of good character and habits, residing within the district of the Indian River Volunteer Fire Company, shall be eligible for membership in the company. However, if an applicant was previously a member of this company and was expelled, he or she shall be ineligible for membership in the company for a period not less than five (5) years from the date of expulsion. Any other exceptions to the qualifications for membership, except as stated in the BY-LAWS, must be approved by the membership through a standard ballot, at the time the application is introduced. The company shall not discriminate on the basis of race, sex, creed or national origin.

Section 2 - TYPES OF MEMBERSHIP

- A. **JUNIOR MEMBERSHIP** - Are members age 16 through 17 years of age. They will not have voting privileges in fire company matters, they are not to drive any fire fighting vehicles, nor will they hold an office while a junior member. However, junior members will be issued a key after their probationary period is over.
- B. **ACTIVE MEMBERSHIP** - Active members are the backbone of the company, and due all respect, rights, and privileges defined throughout the BY-LAWS.
- C. **REGULAR MEMBERSHIP** - Any person over age 40 and specifically requests to be classified as a Regular member, OR those deemed to have physical, emotional, and/or mental impairment where the fire fighting activities could endanger their, life, welfare and/or livelihood

A Regular member is not compelled to be an Active member/firefighter, but must contribute to the good of the company in some other way.

Age is not a specific criteria to move form Active membership status to Regular membership status.

If a member and/or applicant over the age of 40, chooses to be an Active Member then, the requirements for Active membership, as identified in V, Article I, Section 3; V, Article II, Section 2 (A); V, Article II, Section 2 (D); et. al. shall prevail. A member cannot choose to be an Active member and switch to Regular membership to evade any Inactive membership requirements.

Do You Have Any Previous Fire Experience: Yes _____ No _____

If Yes, List Previous Company and Position(s) Held:

Name of Company: _____ Position: _____ Years: _____

Name of Company: _____ Position: _____ Years: _____

Phone numbers to contact for references: _____

Type of Membership Applying for: (Check Only One)

1. Junior Member: (Age 16 - 17): _____

2. Active Member: (Age 18 & Over): _____

3. Regular Member: (Over 40 and at your request): _____

Please answer the following questions:

1. Do you have a Police Record other than minor traffic violations? _____

2. Do you object to having your record investigated? _____

3. Are you presently awaiting court action for any charges other than minor traffic violations? _____

If Yes, please explain _____

Upon acceptance in this Company, you are expected to participate in extra curricular activities as listed below:

Parades, Fund Drive, Training (Mandatory), Work Details on Trucks, Equipment, et. al.

Do you agree to do these above activities: Yes: _____ No: _____

I further understand that upon acceptance into this Company, I am on a one year probationary period. I must meet all the above requirements. Failure to do so will result in dismissal from this Company. I also understand the above questions and have answered them correctly to the best of my knowledge. If it is discovered at any time that I have made a willfully false statement, it will be considered just cause for dismissal from this Company.

Applicant's Signature

Approved by Body: _____ Rejected by Body: _____

Date Application was read to body: _____

Date Applicant was interviewed: _____

Date Applicant was voted on: _____

Applicant Vote Tally: For _____ Against: _____

Indian River Vol. Fire Co., Inc.



SERVING OAK ORCHARD, RIVERDALE, LONG NECK AND VICINITY

MILLSBORO, DELAWARE 19966
(302) 945-2800

WAIVER OF CONFIDENTIALITY AUTHORIZATION FOR RELEASE OF INFORMATION

TO: ANY LOCAL, STATE OR FEDERAL LAW ENFORCEMENT AGENCY;
ANY DIRECTOR, DEAN, REGISTRAR OR ANY AUTHORIZED PERSON AT ANY
SCHOOL, TRADE SCHOOL OR FIRE SCHOOL ENTITY;
ANY PAST OR PRESENT EMPLOYER; AND/OR
ANY DIVISION OF MOTOR VEHICLE (DRIVERS LICENSE INFORMATION)

I, _____, the undersigned, have applied for membership OR currently a member of the Indian River Volunteer Fire Company, Inc. I hereby waive the benefit of any statute(s), rule(s) or regulation(s) prescribing confidentiality of record(s) of any state or federal law enforcement agency, any past or present employer and/or any division of motor vehicle agency.

I am aware that my background may be investigated and I hereby authorize and request the release of any and all information you have that concerns me, including disciplinary matters, character references, professional references and/or driving record information.

This authorization, or a reproduction thereof, shall be valid for the duration of my membership with the Indian River Volunteer Fire Company.

Date of Birth _____ Place of Birth _____
Social Security Number _____ Drivers License No. _____
State on Drivers License _____
Address _____
City, State, ZIP _____

Given under my hand, this _____ day of _____, _____

Signature of Witness

Signature of Applicant/Member

Sworn to and subscribed before me this _____ day of _____, _____

Signature of Notary Public

Delaware Vol. Firemen's &
Ladies' Auxiliary

Mutual Relief
Association

APPLICATION FOR MEMBERSHIP

REASON FOR APPLICATION

(check applicable box)

- Applying as new member
 Changing existing information

PERSONAL INFORMATION

(please print all information)

Indian River Volunteer Fire Co., Inc.

Your Fire Company

Your last name, first name, middle initial, Jr., Sr.

Your Social Security #

Your Date of Birth (mo/dy/yr)

Date joined Fire Company

BENEFICIARY (must be completed)

#1 -

First Name	Last Name	Relationship
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#2 -

First Name	Last Name	Relationship
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Signature of Member _____ Date: _____

Officer of Fire Company _____ Date: _____

If under 18 Parent or Guardian must sign.

_____ Date: _____

White - Fire Company's Copy

Yellow - Individual Member's Copy

POLICY RESOLUTION #2007-001 – AUTHORIZATION TO PARTICIPATE AND COMPLY WITH THE DELAWARE VOLUNTEER FIREMEN'S CRIMINAL HISTORY AFFIDAVIT

The Board of Directors of the Indian River Volunteer Fire Company hereby submits the following authorization to implement compliance procedures with the Delaware Volunteer Firemen's Association (DVFA) Criminal History Affidavit (CHA) to encourage immediate participation of existing officers and immediate implementation of any and all pending and future membership applications after this 5th day of September, 2007. This policy is intended to recognize our compliance with the 144th Delaware General Assembly's House Bill #251 which was signed by the Honorable Ruth Ann Minner, Governor of the State of Delaware on July 17, 2007 and will become law effective September 17, 2007.

The intent of this Policy Resolution is to formally document that the Indian River Volunteer Fire Company values the volunteerism of the it's volunteer fire personnel and requires that fire company members uphold the highest level of integrity and value the public's trust while serving in the volunteer fire service. This Policy Resolution mandates the inclusion of the following statement, affidavit and documentation be included forthwith into the membership application process and that a members' right to confidentiality be paramount to the membership application process.

Statement:

Delaware Volunteer Firemen's Association Criminal History Affidavit

*Pursuant to the 144th Delaware General Assembly's House Bill #251 which was signed by the Honorable Ruth Ann Minner, Governor of the State of Delaware on July 17, 2007 and will become law effective September 17, 2007. An affidavit **must** be completed by all applicants for membership in a Delaware volunteer fire department and attached to the application for membership. An application is not considered complete and shall not be processed until the notarized affidavit is attached and retained in the fire company's membership files. The affidavit shall read:*

Affidavit:

*I have never been convicted of an offense that constitutes any of the crimes set forth in T. 16, **Delaware Code, §6647** or any similar offense under any federal, State, or local law. I hereby certify that the statements contained in this application are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statement in this application, I am submit to penalties prescribed by law, including denial or renovation of membership in the respective volunteer fire company and a mandatory fine of at least \$1,000 or a term of imprisonment of up to 2 years, or both.*

Applicant's Signature

Date

I am unable to submit the above statement. My written explanation as to what is not true with regard to the above statement and why is set forth below:

Attach additional pages if needed along with a certified copy of your criminal history record from the appropriate authorities. A criminal background check via the Delaware State Police is preferred..

Applicant's Signature

Date

(County)
(State)

Before me personally appeared, _____, Applicant for membership into the Indian River Volunteer Fire Company, Inc., of lawful age, to me known to be the identical person who signed this document of application and being by me first duly sworn, on oath state that all the foregoing statements are true and correct to the best of my knowledge and belief.

Signature of Notary Public

Printed or Typed Notary Public's Name

My Commission expires:

Documentation:

- Completed Membership Application
- Completed DVFA Criminal History Affidavit (CHA)
- State of Delaware Criminal History Background
- Compliance Consent Statement by Company Membership Chairman

The Indian River Volunteer Fire Company hereby authorizes the presiding administrative officer to complete and incorporate the required statements and documentation in order to fully implement and comply with the aforementioned legislative initiative.

The Delaware Legislature intent is to "...prohibit a person who has been convicted of or, had he or she been charged as a juvenile, adjudicated delinquent of any of the following crimes is prohibited from serving as a firefighter in the State of Delaware:

- (1) A felony involving sexual misconduct where the victim's failure to affirmatively consent is an element of the crime, such as forcible rape;
- (2) A felony involving the sexual or physical abuse of a child or of an elderly or infirm person, such as sexual misconduct with a child, sexual exploitation of a child, making or distributing child pornography, incest involving a child, or assault on an elderly or infirm person;
- (3) A crime in which the victim is an out-of-hospital patient or a patient or resident of a healthcare facility, including abuse, neglect, or theft from or financial exploitation of a person entrusted to the care or protection of the applicant;
- (4) Arson in the third, second, or first degree; reckless burning or exploding; cross or religious symbol burning; or any crime in which the applicant intentionally or recklessly started a fire or caused an explosion, or attempted or conspired to do so;
- (5) A law of another state, territory, or jurisdiction which is the same or equivalent to the offenses described in paragraphs (1) through (4) of this subsection.

Membership in the Indian River Volunteer Fire Company must be denied if the applicant has been convicted or, if he or she was charged as a juvenile, has been adjudicated delinquent of any of the following crimes, except in extraordinary circumstances:

- (1) Any crime for which the applicant is currently incarcerated, on work release, on probation, or on parole;

(2) Any crime in the following categories, unless at least 5 years have passed since the applicant's conviction or at least 5 years have passed since the applicant was released from custodial confinement, whichever occurs later:

(a). A serious crime of violence against a person, such as assault with a dangerous weapon, aggravated assault, murder or attempted murder, manslaughter (other than involuntary manslaughter), kidnapping, or robbery of any degree;

(b). A crime involving a controlled substance or designer drug, including unlawful possession or distribution of, or intent to unlawfully possess or distribute, a controlled substance in Schedules I through V of the Uniform Controlled Substances Act of Chapter 47 of this title;

(c). A serious crime involving property, such as burglary, embezzlement, or insurance fraud;

(d). Any crime involving sexual misconduct;

(e). A crime of another state, territory, or jurisdiction which is the same or equivalent to the offenses described in subparagraphs a. through d. of this paragraph.

(3) In extraordinary circumstances, membership may be granted under subsection (b) of this section only if the applicant establishes by clear and convincing evidence that his or her membership will not jeopardize public health or safety.

An applicant for membership in the Indian River Volunteer Fire Company who knowingly provides false, incomplete, or inaccurate criminal history information, or who otherwise knowingly violates a provision of this subchapter, is guilty of a class G felony. In addition to a term of imprisonment of up to 2 years, the Court shall impose a fine of no less than \$1,000 which may not be suspended.

The State Fire Prevention Commission shall adopt regulations to implement the provisions of this subchapter. The regulations must include, as part of the application form for membership in a Delaware volunteer fire department, a dated and signed statement by the applicant swearing to or affirming the aforementioned statement.

An applicant for membership in the Indian River Volunteer Fire Company who is denied membership or whose membership is revoked because of the requirements of this subchapter may appeal the denial or revocation to the State Fire Prevention Commission within 15 days of written notification of the denial or revocation by the Indian River Volunteer Fire Company. An appeal under this subsection must be held in accordance with the appropriate provisions of the Administrative Procedures Act, Chapter 101 of Title 29, and is subject to judicial review under Subchapter V of Chapter 101."

Motion to accept and implement this authorization and to encourage existing and all future officers to comply and obtain a criminal history statement and complete a criminal history affidavit is paramount to the successful implementation of the aforementioned Policy Resolution. The Indian River Volunteer Fire Company will pledge to evaluate options to minimize the cost to membership upon successful completion of their respective probationary membership requirements. This Policy Resolution will be effective immediately and shall mandate compliance with all applicants of the volunteer fire service within the jurisdiction of the Indian River Volunteer Fire Company.



Station #1 – 32628 Oak Orchard Road, Millsboro, DE 19966
Station #2 – 25375 Banks Road, Millsboro, DE 19966

**VERIFICATION OF PROVIDING FINGERPRINTS TO THE
DELAWARE STATE POLICE**

The below named individual was fingerprinted by _____
(Agency)

on the below indicated date for the purposes of obtaining a Criminal History Background Check from the Delaware State Police for the purposes of joining the volunteer fire service with the Indian River Volunteer Fire Company, Inc.

Signature of Applicant

Applicant's Printed Name

Applicant's Date of Birth

Please have the Criminal History Background Information forwarded to the:

Indian River Volunteer Fire Co., Inc.
Attn: Membership Applicant Services
32628 Oak Orchard Road
Millsboro, DE 19966
(302) 945-2800

If there are any questions, please do not hesitate to contact the Indian River Volunteer Fire Company at (302) 945-2800 or (302) 945-2801.

Signature of Person Taking Fingerprints

Date Fingerprints Taken

