



Long Beach Volunteer Fire Department

New Member Application Process and Checklist

Thank you for your interest in becoming a member of the LONG BEACH VOLUNTEER FIRE DEPARTMENT. Below you will find a list detailing the process that you will need to following in order to become a member.

- By reading this letter you have already begun your first step, which is to obtain an Application for Membership, found below. Please fill it out completely and accurately, making sure that you sign and date the application at the end.
- You may then return your completed application, **all 5 (five) pages stapled together**, to the MEMBERSHIP mailbox located outside the Fire Dispatcher's office, at Fire Headquarters, on Center Street (next to the Long Beach Police Precinct). Any incomplete application will be returned to the applicant via U.S. mail.
- Your application will be reviewed by the Membership Committee. If the application is completed correctly, you will receive a phone call approximately one (1) week prior to the next Membership Committee meeting and you will be asked to attend this meeting to be interviewed personally by the committee.
- During your personal interview, we will discuss the rules and requirements of new fire department members, and we will explain to you the different companies that you have the opportunity to join. At this time, you are not required to make any decision as to what company you want to become a member of. If you happen to know, we will take your request and place it on your application.
- Additional forms need to be completed at your interview as well.
- We ask that you bring your driver's license, state issued ID, **or** proof of residency with you to the interview. Any certifications you've obtained in the past, (CFR, EMT, EMT-CC, completed class certificates, fire courses, etc...) should be brought to this interview as well, so that we may make copies for your file.
- A blank PHYSICAL form will be given to you at the end of your interview. It is your responsibility to have this form completed by a physician. After your physical form is completed, you must return it to the above-mentioned MEMBERSHIP mailbox.
- New members are sworn in at the monthly department meeting, held on the second Wednesday of each month. If all of your paperwork is completed properly, returned, and you've been interviewed prior to the first Wednesday of the month, you should receive a call from the membership committee on the Sunday before the monthly meeting asking you to attend the meeting to be sworn in.

NOTE: PLEASE DO NOT GIVE ANY OF YOUR PAPERWORK TO A MEMBER OF THE FIRE DEPARTMENT TO RETURN TO US. YOU MUST RETURN IT IN PERSON.

IF YOU HAVE ANY QUESTIONS OR WOULD LIKE TO CONTACT US, PLEASE CALL (516) 889-7822.

Long Beach Volunteer Fire Department

Application for Membership

(For Fire Department use only)

COMPANY ASSIGNED: _____

BADGE NUMBER: _____

Instructions - Please print all answers carefully and truthfully in either black or blue ink. You may attach additional sheets of paper if necessary in order to provide more complete information.

PERSONAL INFORMATION

FIRST NAME MIDDLE NAME LAST NAME

DATE OF BIRTH (MM/DD/YY)

AGE

CURRENT HOME STREET ADDRESS

HEIGHT (feet/inches)

WEIGHT

CITY STATE ZIP

HAIR COLOR

EYE COLOR

YEARS AT ADDRESS

SOCIAL SECURITY NUMBER

MARRIED/SINGLE

HOME PHONE

WORK PHONE

DRIVER'S LICENSE ID# CLASS EXPIRES

PREVIOUS STREET ADDRESS (if applicable)

CITY

STATE ZIP

YEARS AT PREV ADDRESS

NAME/ADDRESS/RELATIONSHIP/PHONE of EMERGENCY CONTACT

MEDICAL HISTORY

YES / NO Do you currently have any medical problems? If YES, explain below.

YES / NO Do you have a physical handicap that may affect your ability to fight a fire? If YES, explain below.

YES / NO Have you ever had epilepsy? If YES, explain below.

YES / NO Have you ever had a mental or nervous ailment? If YES, explain below.

YES / NO Have you ever been institutionalized? If YES, explain below.

YES / NO You will be given a physical exam by the Department Surgeon. Do you have any objection to the release of that report to the Fire Board? If YES, explain below.

If you answered YES to any of the above questions, provide explanations below.

PERSONAL HISTORY

CURRENT EMPLOYER

PREVIOUS EMPLOYER

CURRENT JOB TITLE

PREVIOUS JOB TITLE

EMPLOYER'S STREET ADDRESS

PREVIOUS EMPLOYER'S STREET ADDRESS

CITY STATE ZIP

CITY STATE ZIP

PREVIOUS EMPLOYER

PREVIOUS JOB TITLE

HIGHEST GRADE OF SCHOOL COMPLETED

PREVIOUS EMPLOYER'S STREET ADDRESS

VOCATIONAL SCHOOL (if any)

CITY STATE ZIP

- YES / NO Do you have a license, certificate, or other authorization to practice a trade or profession? If YES, explain below.
- YES / NO Do you have any previous firefighting or EMS experience? If YES, explain below.
- YES / NO Have you ever served in the United States Military? If YES, explain below AND attach copy of form DD-214 to this application.
- YES / NO Have you ever been dismissed from public employment for disciplinary reasons? If YES, explain below.
- YES / NO Have you ever been arrested, indicted, and convicted of a misdemeanor or felony, or been a defendant in a criminal proceeding? If YES, explain below.
- YES / NO Are you now/have you been addicted to alcohol or drugs? If YES, explain below.

NAMES OF MEMBERS OF THIS FIRE DEPARTMENT WITH WHOM YOU ARE ACQUAINTED, OTHER THAN RELATIVES?

If you answered YES to any of the above questions, provide explanations below.

Long Beach Volunteer Fire Department

Code of Ethics

1. I fully realize and accept the responsibilities of being a Volunteer Firefighter and shall perform the duties assigned to me.
2. I shall respond promptly to all alarms of fire.
3. I shall do my share of work required to maintain apparatus, equipment, and the fire houses.
4. I shall report to the fire house immediately after each call in order to help put apparatus and equipment in shape for the next call.
5. I shall refrain from using profane or immoral language while working at fires and in or around the firehouse.
6. I shall do my work at fires or drills in a quick and orderly manner.
7. I shall report for drills, practice earnestly, and do my part in making our Fire Department an efficient, orderly fire fighting organization.
8. I shall be loyal to my Officers and Department and shall conduct myself at all times in a manner that is in keeping with the responsibilities of a firefighter.
9. I shall remember that I am in the eyes of the public both on and off duty, and I shall conduct myself accordingly.
10. If at any time I feel that I cannot comply with the Rules and Regulations of the Long Beach Fire Department, I shall voluntarily resign.
11. Persons making application to this department are obligated to read their application before signing it. If there is any doubt that I will not be able to conform to the above rules and regulations of this department and the City of Long Beach, I will not make application.

NAME/ADDRESS/PHONE/RELATIONSHIP of FIRST CHARACTER REFERENCE OTHER THAN FIREFIGHTERS.

NAME/ADDRESS/PHONE/RELATIONSHIP of SECOND CHARACTER REFERENCE OTHER THAN FIREFIGHTERS.

This application will be investigated by the Department Membership Board and its findings will be submitted to the Board of Fire Commissioners. In addition, your application will be checked by local law enforcement agencies before you will be allowed to become a member of this department. All information will remain confidential.

DECLARATION BY APPLICANT

I affirm, subject to the penalties for perjury, that the statements by me contained herein on this application are to the best of my knowledge and belief, true and correct.

Applicant's Signature and Date

APPLICANT: DO NOT WRITE ON THIS PAGE

CLEARANCE REPORT

REMARKS: _____

NCIC / DCJS AFFIRMATIVE // NEGATIVE

Authorized Signature: _____ Date: _____

MEMBERSHIP COMMITTEE REPORT

ACCEPTED // REJECTED

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

DATE BALLOTTED FOR MEMBERSHIP

APPLICANT NOTIFIED FOR INTERVIEW DATE

DATE INSTALLED

APPLICANT NOTIFIED FOR DEPT MEETING DATE