



MIDDLETOWN VOLUNTEER FIRE & RESCUE CO., INC.
APPLICATION FOR MEMBERSHIP

MEMBERSHIP APPLICATION

PLEASE READ PRIOR TO COMPLETING THE ACCOMPANYING APPLICATION.

Dear Applicant:

Thank you for your interest in the Middletown Volunteer Fire & Rescue Company, Inc. We appreciate your desire to volunteer and help serve the community.

MEMBERSHIP PROCESS:

1. Review the membership eligibility requirements listed below on this application.
2. Schedule an appointment with Barbara Johnson at the Frederick County Public Safety Building (540-665-5618) to be fingerprinted. Please let them know that you are applying for membership with the Middletown Vol. Fire & Rescue Company and must be fingerprinted. Please remember to leave the "Employer" field BLANK! Further instructions will be given at your appointment. These checks take anywhere from 6-10 weeks to generate a report that is sent to our Membership Committee.
3. Complete the attached DMV Driver Record Request and submit the form and receipt of application to the DMV. Per the DMV, the transcript fee is waived for volunteer fire/rescue companies (*Volunteer fire company or rescue squad. Written evidence that the fire company/rescue squad needs the transcript to establish your qualifications to operate their fire/rescue equipment is also required*). Return the driver record with your Company Membership Application.
4. Complete a membership application, attach \$1 for dues and copies of any certifications that you have (CPR, fire/EMS certifications). If you are under 18 years of age, you must attach your latest report card/progress report with your application and include your parent/guardian's signature. Completed applications and attachments can also be scanned/mailed to mvfd12@gmail.com (*Subject: Membership Application*).
*Please mail/drop off application and all corresponding attachments to:
Middletown Volunteer Fire & Rescue Co., Inc.
Attn: Membership Committee
PO Box 111
Middletown, VA 22645*
5. Upon receipt of application, the Membership Committee will perform a background check on the application, to include but not limited to: reference check, past fire/rescue company associations/memberships, DMV driving record check, etc.
6. All applicants that are deemed eligible for membership by the Office of EMS and Commonwealth of Virginia (following the criminal background check) are required by the Company to meet with the Membership Committee for a brief interview and orientation. The interviews are informal and tend to last approximately 20 minutes. Each applicant must be interviewed, prior to your application being brought before the Company for vote. Once your application and criminal history report has been received, you will be notified by email (or letter), that it has been received by the Committee and will confirm your interview time slot.
7. At the next Company meeting, your application will then be voted on by the Company membership and you will be notified by the Secretary if your application was approved for probationary or junior membership.

MEMBERSHIP ELIGIBILITY REQUIREMENTS:

1. Complete a Company membership application, fingerprinting, and DMV Record requirements.
2. Per the Commonwealth of Virginia, the Company is required to have a criminal history background check conducted through the Central Criminal Records Exchange and the National Crime Information Center via the Virginia State Police and a DMV driving record check on any applicant requesting membership. (*Section 12VA5-31-540, VA EMS Rules & Regulations through the Virginia Department of Health*).
3. Attend Company interview with Membership Committee prior to application being voted on.
4. At this time, we require our members to have a *minimum* of 24 hours of service to the Company per year.

5. All perspective members will be voted on by ballot, by the membership at a regular company meeting. Upon a two-thirds (2/3) affirmative vote of the regular and life members present and voting, the applicant will become a Probationary Member for a period of six (6) months.

ADDITIONAL REQUIREMENTS FOR JUNIOR MEMBERS (16-17 YEARS OF AGE):

6. Attend Company interview with Membership Committee prior to application being voted on. Junior members are encouraged to bring their parent(s) and/or guardian(s) to the membership interview.
7. Junior Members must be at least sixteen (16) years of age and present their most recent report card, which must meet the requirement of at least a "C" average, with no failing grade (F) in any class, in order to apply for Company membership.
8. A Junior Member shall not be a member of any other company. If you wish to join the Middletown Volunteer Fire & Rescue Company, you must provide documentation that you have terminated your membership with the any other company you belong to or else your membership application will be voided.
9. Parental permission is required of applicants for Junior Membership, and such membership shall be probationary for its duration.
10. Junior Members must maintain at least a "C" average, with no failing grade (F) in any class, during the school year. A copy of their report card must be presented to the Junior Advisor within one (1) week of receipt. If average goes below a "C" or presents a failing grade of "F", the member shall be suspended until the next progress report or report card is presented to the Junior Advisor with a "C" average or above, with no failing grade (F) in any class, with the exception of the final report card of the grading period. If the final report card is below a "C" average or contains a failing grade (F) in any class, the Junior member shall remain in good standings with the assumption that they present a report card with a "C" average or above with no failing grade (F) in any class, after the first nine (9) weeks of the next school year.
11. A grade of "F" in any subject will result in an automatic suspension.
12. After six (6) months of junior member probation, upon recommendation of the Junior Advisor to the Membership Committee, a junior member may be presented to the Company to continue the probationary period or to be dismissed from the Company. They will be voted on by ballot by the membership at the regular Company meeting.

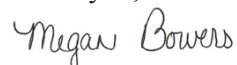
If you have an email address, please include it. This is our main means of communication with new members, as well as our current members, because it is often the easiest way of communication due to people's schedules. It's also the quickest way to get information out to everyone regarding events, training and important information.

Once your application has been received, you will be notified by email (or letter), that it has been received by the Committee and will confirm your interview date and time slot. Your application will not be brought before the Company for vote until you have had an interview with us and the proper background check reports are received.

NOTE: We ask for your social security number in order to be able to properly run our state mandated criminal history checks. The County of Frederick and Circuit Court requires this information on our roster. Your SSN will NOT be shared with anyone other than the Company secretary, the County of Frederick and Circuit Court and for use on the criminal history check.

If you have any questions, please feel free to email them to mvfd12@gmail.com.

Thank you,



Megan Bowers
Secretary & Membership Chair
Mvfd12@gmail.com

MIDDLETOWN VOLUNTEER FIRE & RESCUE CO., INC.
APPLICATION FOR MEMBERSHIP



Date of Application: _____

Full Name: _____ Social Security #: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Cell Phone: (_____) _____ Home Phone: (_____) _____

Date of Birth: ____/____/____ Age: _____

Gender: Male Female

E-Mail Address: _____

***NOTE: Email is our main source of contact for our applicants and we rely heavily on email for disseminating information with our members.*

I am pursuing: Regular Membership (18+ years of age) Junior Membership (under 18 years of age)

Membership Interests: Firefighting EMS *Fundraising only

**NOTE: Fundraising is EXPECTED of all members.*

EMPLOYMENT INFORMATION:

Present occupation: _____ Full Time Part Time

Employer: _____

EDUCATION (if enrolled in high school or college):

School: _____

City/State: _____

Year in School: Freshman Sophomore Junior Senior Graduation Month/Year: _____

CURRENT/PREVIOUS MEMBERSHIPS

List any fire department or rescue squad where you have or have had other memberships. *If you fail to mention past or present memberships, your application will be automatically withdrawn and denied.*

Name of Department/Company & City/State	Are you a current member?	How long were you a member?	**Were you dismissed?
	<input type="checkbox"/> Yes <input type="checkbox"/> No		Yes / No
	<input type="checkbox"/> Yes <input type="checkbox"/> No		Yes / No
	<input type="checkbox"/> Yes <input type="checkbox"/> No		Yes / No

***If you were dismissed from a previous department/company, please explain:* _____

TRAINING/CERTIFICATION:

Fire Training & Certification (Please include copies of certification): _____

Emergency Medical Training & Certifications (Please include copies of certification): _____

ADDITIONAL INFORMATION:

- 1. Have you ever been convicted of a misdemeanor or felony (*besides traffic violations*)? Yes No
(If "yes", please explain) _____

- 2. Have you ever been convicted of a traffic violation (*speeding ticket, wreckless driving, etc.*)? Yes No
(If "yes", please explain) _____

- 3. Do you have any physical conditions preventing you from doing certain types of work? Yes No

MEMBERSHIP INTERVIEWS:

The best days and times to meet with the Membership Committee to discuss my application are:

_____ Monday AM/PM	_____ Friday AM/PM	Other: _____
_____ Tuesday AM/PM	_____ Saturday AM/PM	_____
_____ Wednesday AM/PM	_____ Sunday AM/PM	_____
_____ Thursday AM/PM		

The information provided on this application for membership is true and complete to the best of my knowledge. I hereby authorize the Middletown Volunteer Fire & Rescue Co., Inc., (Company) to contact any family member, physician, employer, or any other individual to conduct a personal background investigation. I also hereby authorize the Company to conduct all said criminal background checks and driving record checks. If any information is found to be false or not specified, I understand that this application becomes void and I must wait one year to re-apply for membership.

Applicant Signature: _____ **Date:** _____

REFERENCES:

- Please provide first/last name, city/state, phone number or email, and how long you have known this person.
- Only ONE Company member can be used as a reference.
- NO family members may be used as a reference.

- 1. _____

- 2. _____

- 3. _____

*******FOR OFFICE USE ONLY*******

Name of Applicant: _____

Date of Application: _____

UPON RECEIPT OF APPLICATION:

Date Application Received By Secretary: _____

Date Criminal Background Report Returned: _____

APPROVED _____

DENIED BY OEMS _____

DMV Driving Record Returned: _____

Date & Time of Interview: _____

Initial Membership Committee Reports: Favorable Denied

Dues Payment: With Application Other Date _____

NOTES:

PROBATIONARY VOTE:

Date Application Read to Membership: _____ Date Voted On: _____

Membership Type (Following Vote): Junior Probationary Denied Tabled/Other

Assigned Preceptor: _____

Date Applicant Notified By the Secretary or Membership Committee: _____

Probationary Membership Card Given: _____ Date of New Member Packet: _____

NOTES:

RE-VOTE: *Following Probationary Period*

Date of Re-Vote: _____

Membership Committee Reports: Favorable Denied

Membership Type Following Membership Vote: Active Denied Other

Date Application Notified By the Secretary or Membership Committee: _____

NOTES: