



Such and Such Fire Department
123 Long and Winding Road
Beachside, California 92378

Date

State Fire Training
Instructor Registration
PO Box 944246
Sacramento CA 94244-2460

RE: Instructor Qualifications for *Applicant's Name*

Rank/Years of Service

Describe the applicant's years of service with the department, rank promotions and time within each rank, and current rank's responsibilities.

Teaching Experience

Describe the applicant's teaching experience as a department or college instructor, including the topics taught and the total accumulated number of hours.

Occupational Experience (*Separate multiple subject areas.*)

Describe the applicant's occupational experience as it relates to each subject area on the application, per the requirements in the SFT Procedures Manual. To facilitate the review, separate multiple subject areas (*examples include*):

- Command Experience
- ICS Experience
- Prevention Experience
- Etc.

Support and Recommendation

Provide a statement of support and recommendation for this applicant as it relates to becoming a registered instructor and ambassador for State Fire Training.

Sincerely,

Chief John Doe

Signature of Fire Chief or Authorized Representative only