



# Westmoreland City Volunteer Fire Department

## Senior Membership Application Guide



### New Applicant Responsibility

Form/Task	Link	Complete
WCVFD Senior Membership Application	<a href="http://yourfirstdue.com/manager/data/1201144202/Fi%20le/membership_application_version_2013-12_senior.pdf">http://yourfirstdue.com/manager/data/1201144202/Fi le/membership_application_version_2013- 12_senior.pdf</a>	<input type="checkbox"/>
Criminal Background Check	<a href="https://epatch.state.pa.us/Home.jsp">https://epatch.state.pa.us/Home.jsp</a>	<input type="checkbox"/>
PA Child Abuse Clearance	<a href="https://www.compass.state.pa.us/cwis/public/home">https://www.compass.state.pa.us/cwis/public/home</a>	<input type="checkbox"/>
FBI Criminal Check (only required if lived in PA less than 10 years)	<a href="http://www.fbi.gov/about-us/cjis/identity-history-summary-checks/submitting-an-identity-history-summary-request-to-the-fbi">http://www.fbi.gov/about-us/cjis/identity-history- summary-checks/submitting-an-identity-history- summary-request-to-the-fbi</a>	<input type="checkbox"/>
Homeland & Security Form I9	<a href="https://www.jobs.irs.gov/downloads/scheduler/1-9EmploymentEligibilityVerification.pdf">https://www.jobs.irs.gov/downloads/scheduler/1- 9EmploymentEligibilityVerification.pdf</a>	<input type="checkbox"/>
Identification Verification	Copy of Driver License	<input type="checkbox"/>

### WCVFD Responsibility

Review above documents by Code & Ethic Committee. Interview applicant if necessary.	<input type="checkbox"/>
Reference Check (priority on former fire department Chief if applicable)	<input type="checkbox"/>
Vote on Applicant (Regular Meetings 1 <sup>st</sup> Monday of each month)	<input type="checkbox"/>
<i>If Accepted:</i>	
Communicate Probation Period	<input type="checkbox"/>
Define Rules, Regulations and Point Requirement	<input type="checkbox"/>
Assign <a href="http://www.wcvfd3.org">www.wcvfd3.org</a> login information	<input type="checkbox"/>
Provide guidance to By-Laws and Standard Operating Guidelines (SOG's)	<input type="checkbox"/>