



UFA RETIREMENT AND TWENTY-YEAR PLAQUE REQUEST

Plaques are only for retirement, twenty years, and every five-year increment after twenty. Please note the following:

- The company delegate must prepare this form. Write clearly and ensure that service dates and the spelling of names are accurate. Please double-check.
- Forms **MUST be emailed** to Elisa Euell at eeuell@ufanyc.org. We no longer accept these forms by fax.
- A minimum of 30 days' lead time is recommended.
- Whenever possible, plaques will be delivered at union meetings. Contact Elisa at 646-839-6506 if other arrangements are necessary.
- After emailing your request, contact Elisa to confirm receipt.
- Following this process is the quickest way to ensure prompt and accurate plaques.

	Company	Full Name	Appointment Date	Retirement Date	# of Years of Service
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Date Submitted: _____
Requesting Delegate: _____

Date of Retirement Affair: _____
Telephone Number: _____

Not for Officers or Promotions. Only includes total time on the Fire Department.