

**UNION VALE FIRE DISTRICT
PO BOX 21
VERBANK, NY 12585**

March 9, 2008

Congratulations on your acceptance into the Union Vale Fire Company!

To be a member of the Union Vale Fire District you are required to have a physical, part of which will include a urine drug screen.

You may call TEK Occupational Services at 845-226-3045. Once you have scheduled an appointment, contact Sharon Herb to inform her of the date and time of your appointment.

When you go for your physical, please be sure to bring your health history and any medications you are on including dosage and how often you take it.

If you cannot make your appointment, you must call TEK Occupational Services at 845-226-3045 as soon as possible to cancel and reschedule. If the cancellation is on short notice you must also call the Chief (845-224-4838), a Commissioner, or Sharon Herb to inform them of the cancellation and why. If the cancellation is just a rescheduling you need to call Sharon Herb with the new date, and time. If you fail to show for your scheduled appointment, you must reimburse the Union Vale Fire District for any incurred expenses. Once this obligation has been met, the Board of Fire Commissioners will approve a subsequent physical. The Board for an acceptable reason may waive charges.

Failure or refusal to take the physical exam and drug screen will prevent you from becoming an active member of the Union Vale Fire District.

If you have any questions or problems, you can reach me at 845-223-7270 or secretary@uvfdny.com.

Sincerely,

Sharon Herb
Physical Coordinator