



Prince Frederick Volunteer Fire Department

P.O. Box 796 – 450 Solomons Island Road South
Prince Frederick, Maryland 206
410-535 2207 410-535-9875
Fax 410-414-3655



Excusal Form

To:

Name:

Date:

I wish to be excused from:

Reason:

ARTICLE 1 - MEETINGS

SECTION 7

Absence from meetings.

If a member is absent from a meeting due to **working their job, fire department training, fire department functions, illness, has a death in the family or experiences other tragic circumstances**, they must *submit a written request for excusal to the President no later than 72 hours after the scheduled meeting time. Failure to submit a request on time will result in the member being recorded as absent and unexcused. The President can make exceptions to this for emergency situations.*

ARTICLE 2 - DRILLS

SECTION 2

Absent from a drill:

If a member is absent from a drill, due to **working their job, fire department training, fire department functions, illness, has a death in the family or experiences other tragic circumstances**, they must *submit a written request for excusal to the Chief no later than 72 hours after the scheduled drill time. Failure to submit a request on time will result in the member being recorded as absent and unexcused. The Chief can make exceptions to this for emergency situations. Members cannot submit a request for excusal from the extra drill.*