



# State of New Hampshire

## Department of Safety

Division of Fire Standards and Training and Emergency Medical Services  
Richard M. Flynn Fire Academy  
98 Smokey Bear Blvd., Concord, New Hampshire  
Mailing Address: 33 Hazen Drive, Concord, New Hampshire 03305-0002



John J. Barthelmes  
*Commissioner*

Perry E. Plummer  
*Director*

To: NH SAA TPOC (Training Point of Contact)

Re: Out-of-State Training Request

Date: \_\_\_\_\_

The person listed below is a member of my organization in good standing and is requesting attendance at US DHS-approved training.

Pursuant to NH DOS policy effective January 1, 2011, I certify that:

1. The training is pertinent to their regular day-to-day functions within our organization;
2. They have not attended this or similar training within the previous 36 months;
3. That if this is a train-the-trainer course, that they will not instruct the course in New Hampshire until recognized as a trainer by the NH SAA TPOC at the Fire Academy.

**Student Name:** \_\_\_\_\_

**Agency:** \_\_\_\_\_

**Training Course:** \_\_\_\_\_

Sincerely,

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_

*Fire Training – Certification – Fire Academy – Emergency Medical Services*

Business: (603) 223-4200

Fax: (603) 271-1091

Toll Free: 1-800-371-4503

TDD Access: 1-800-735-2964

<http://www.nh.gov/safety/divisions/fstems/>