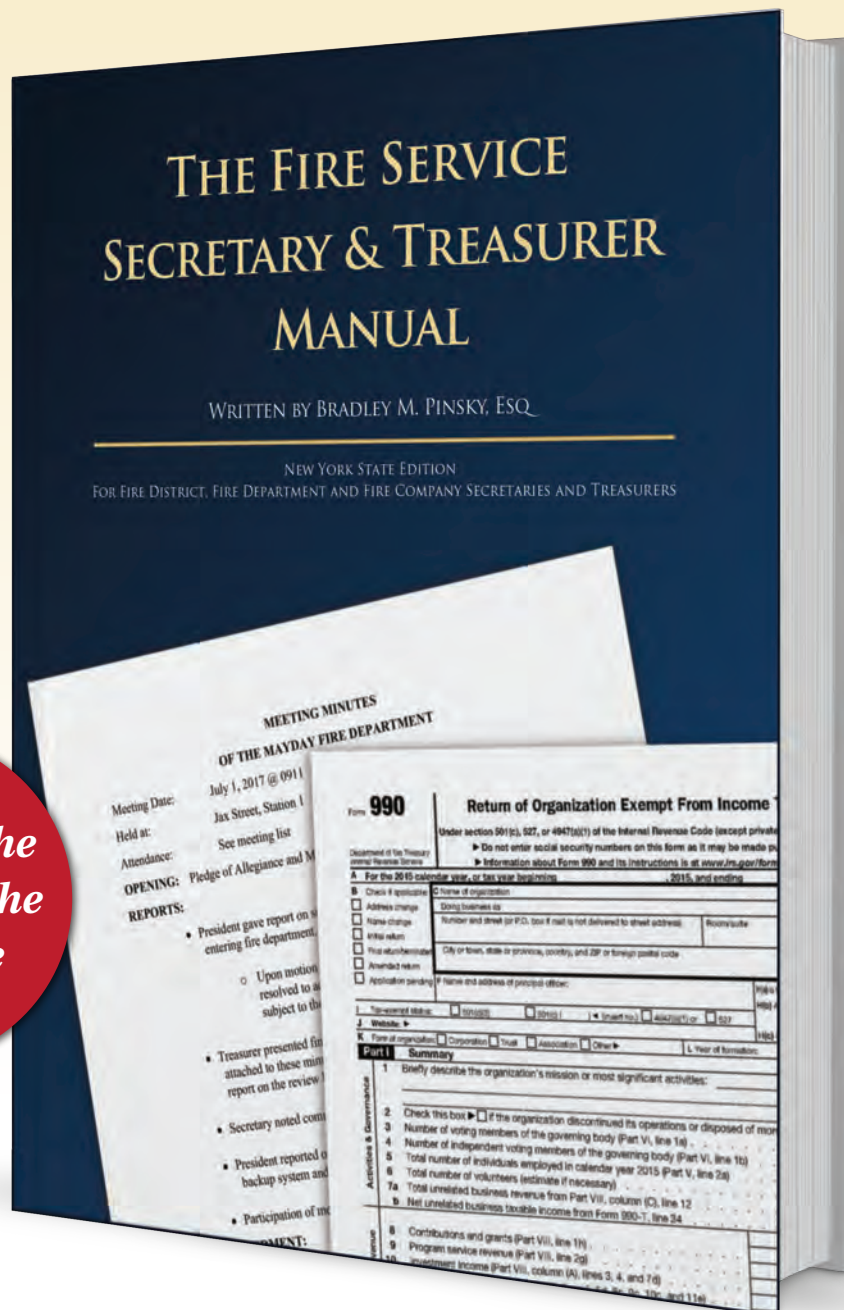


FINALLY, A “MUST HAVE” MANUAL WRITTEN JUST FOR SECRETARIES AND TREASURERS OF FIRE DISTRICTS, FIRE DEPARTMENTS AND FIRE COMPANIES!

It will make your job easier by explaining the laws that govern your positions. Sample policies, forms, notices and best practices are included.



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- Fire District Secretary “Must Know Information”
- Fire District Treasurer “Must Know Information”
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- Audits of the Fire Company (Internal & External)
- Reporting Requirements of Fire Departments/Companies
- Practices to Protect the Finances of the Corporation
- Financial Record Keeping Practices
- Financing Options for Fire Department
- Payments to Volunteer Firefighters
- Miscellaneous Issues
- Auxiliaries
- Role of the Fire Company Treasurer
- Role of the Fire Company Secretary
- Membership Issues of Fire Companies
- Policies & Practices to Protect Funds
- Foreign Fire Insurance Funds (“2% Funds”)
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