



HOW TO REQUEST

ACTIVE-RETIRED MEMBER FOLDERS FOR RETIRING IAFF MEMBERS

Looking to commemorate retiring members' service and help convert their membership from active to active-retired? **REQUEST ACTIVE-RETIRED MEMBER FOLDERS!**

Step 1: Local president must email join@iaff.org and copy your IAFF District Vice President. Include the following information:

- Local name/number
- Number of folders needed
- Type of folders (fire fighter or EMS)
- Language of materials (English/French/Spanish)
- Shipping address (no PO boxes)
- Requested delivery date (please provide more than seven calendar days, if possible)



Step 2: Email a group photo of new active-retired members to join@iaff.org for us to share. Be sure to include:

- Copy of photo
- Local name/number
- Brief description of the group photo (e.g., three fire fighters at IAFF Local 9999 convert their membership status to active-retired)

NOTE: If your Local does not yet have active-retired membership, please visit the active-retired membership toolkit website page to find sample constitution and by-laws language

WHAT'S INSIDE AN ACTIVE-RETIRED MEMBER FOLDER:

