

**RENSELAER COUNTY BUREAU OF PUBLIC SAFETY  
WAKE AND FUNERAL  
Announcement Request  
RECOMMENDED FORMAT**

It is with profound sorrow and regret that the Rensselaer County Bureau of Public Safety announces the death of

\_\_\_\_\_ and \_\_\_\_\_  
**Please spell both actual name and phonetically**

A member of (Agency Name) : \_\_\_\_\_

The following arrangements have been made:

**WAKE:** DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

PLACE: \_\_\_\_\_

**FUNERAL** DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

PLACE: \_\_\_\_\_

**INTERMENT:** DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

PLACE: \_\_\_\_\_

**ALL PUBLIC SAFETY AGENCIES ATTENDING ARE REQUESTED TO ASSEMBLE:**

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

PLACE: \_\_\_\_\_

**ALL PUBLIC SAFETY AGENCIES ATTENDING ARE REQUESTED TO CONTACT:**

**NAME:** \_\_\_\_\_ **TELEPHONE:** \_\_\_\_\_

**FAX:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_ @ \_\_\_\_\_

Between the hours of \_\_\_\_\_ and \_\_\_\_\_

All are asked to provide the number of members and vehicles that plan to attend services. Parking may be limited therefore agencies sending multiple members are requested to consider minimizing the number of vehicles sent

A reception will be held following the Service at: \_\_\_\_\_

Message Authority: \_\_\_\_\_ DATE: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

RENSELAER COUNTY BUREAU OF PUBLIC SAFETY  
FINAL CALL  
Announcement Request  
RECOMMENDED FORMAT

ACTIVATION OF PAGERS FOR STATION # \_\_\_\_\_

TRANSMIT ALERT 1 FOR 5 SECONDS

Attention all units, this is the final call for \_\_\_\_\_, of the

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Agency Name

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Time and Dispatcher #

Date to be Transmitted: \_\_\_\_\_ Time to be Transmitted: \_\_\_\_\_

Or upon Request

NOTES: \_\_\_\_\_

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Message Authority: \_\_\_\_\_ DATE: \_\_\_\_\_

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RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_