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Dear Donor:

Thank you for your interest in the VFD Helping Hands Program. All donations go through the Texas A&M Forest Service to break the liability chain. The Texas A&M Forest Service will then transfer all ownership rights, responsibilities, and authority for the equipment to the receiving department. You may specify which department receives your equipment.

Please list the items you wish to donate on the attached sheet - VFD Helping Hands Program Donation Form.

Please sign and return a copy to our Lufkin office. Please retain a copy for your records. We can then schedule an appointment to pick all donated items. We will return a completed copy to you after all items are received and verified.

**Helping Hands Program
Texas A&M Forest Service
PO BOX 310
Lufkin, TX 75902
936-639-8138 Fax
rsmith@tfs.tamu.edu**

If your department is transferring a vehicle as part of this donation, please follow these additional steps to complete the transfer of title. Your department must transfer the title of the donated vehicle to the Texas A&M Forest Service to break the chain of liability.

- 1) Enclose the Original Texas Certificate of Title signed front and back
- 2) Sign and date in Box 22 on Form 130U (Application for Texas Certificate of Title)
- 3) Return exempt license plates to your tax assessor office.

If you have any questions or if you need additional assistance, please contact me at 936-639-8130.

Sincerely,
Jim Dunn
Helping Hands Program

**Texas A&M Forest Service
Capacity Building Department
Rural Fire Defense Unit
P.O. Box 310, Lufkin, Texas 75902-0310
TEL 936/639-8100 * FAX 936/639-8138
<http://texasforests.tamu.edu>**



HELPING HANDS PROGRAM
DONATION FORM

Donor: City of Saginaw Fire Department Manager/Chief: Fire Chief Doug Spears
Address: 400 S Saginaw Blvd Contact Person: Fire Chief Doug Spears
Saginaw, TX 76179 Telephone: 817-230-0412

Email: dougspears@saginawfire.us

I do not wish to designate a recipient. ☐ I wish to designate a recipient.* ☒

Item/Description	Quantity	Estimated Value	Designated Recipient* (And Quantity to Receive)
Scott Safety AIR-PAK 75 SCBA	24	No Estimate	Blue Mound VFD Qty 8
Scott Safety SCBA Mask	60	No Estimate	Blue Mound VFD Qty 24
Scott Safety SCBA Bottle	60	No Estimate	Blue Mound VFD Qty 16

** The specified recipient must claim their donation within three (3) calendar months of Helping Hands receiving the donation. If the designated recipient does not claim the donation within three (3) calendar months, the donation shall be forfeited and assigned to the first available recipient per the standard placement process.*

May we list you as one of our program donors? Yes ☒ No ☐

Donor Signature: _____ Date: _____
TFS Signature: _____ Date: _____

Submit via Mail or Fax:
Texas A&M Forest Service
Capacity Building Department
481 Texas Forest Service Loop
Building A456
Lufkin, TX 75904
Fax: (936) 639-8138
Please attach more pages if needed.

For more information:
Call: (936) 639-8100
Email: helpinghands@tfs.tamu.edu