



# Northwest Illinois Criminal Justice Commission

355 West Everett Street - Dixon, IL 61021

Phone: 815-288-6695 - Fax: 815-288-6787

*Chairman of the Board*  
Sheriff Kevin Turner

www.mtu1.com

*Regional Director*  
Douglas E. Fargher

## 4 hr. Mandatory Firearms Training (PA90-626) Waiver

To whom it may concern:

Please find enclosed with this letter a copy of the forms that need to be supplied to the Northwest Illinois Criminal Justice Commission for each employee you are sending to the 4 hr. Mandatory Firearms Training (PA90-626) waiver. The forms are designed for you to fill in the box and then print for signatures. They need to be supplied to my office as soon as possible and must be received seven days prior to the student attending the training. They can be scanned and sent via email, but we need the original signatures as well. The items are as follows:

1. **ILETSB letter authorizing the 4 hr. Mandatory Firearms Training (PA90-626) Waiver**
2. The "**Course Enrollment Form**" (one per student)
3. **Indemnification Agreement form.** (one per student) This agreement must be signed by an official of the local government entity or by an official of the agency involved who has the legal power to enter into such an agreement.
4. **Proof of Liability Coverage,** (one per class) the Northwest Illinois Criminal Justice Commission requires verification of **LIABILITY INSURANCE** coverage. Please send us a Certificate of Liability Insurance verifying that his/her respective department covers the student.
5. A copy of the **Notice of Appointment/Separation form, (Form E)**  
<http://www.ptb.illinois.gov/media/1199/form-e-fillin.pdf> The original, completed, "Form E", should have been **mailed ASAP** to the Illinois Law Enforcement Training & Standards Board, 4500 South Sixth Street Road, Room 137, Springfield, IL. 62703-6617.  
C/o Ms. Jan Allen.

All the requested forms are critical to the enrollment process. The 4 hr. Mandatory Firearms Training (PA90-626) waiver is only permitted after receiving written authorization from ILETSB.

Sincerely,

Douglas Fargher  
Regional Director



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## COURSE ENROLLMENT FORM

**Course Title:** 4 hr. Mandatory Firearms Training (PA90-626) waiver

**Session date:** \_\_\_\_\_

**Location:** \_\_\_\_\_

Name: \_\_\_\_\_  
(Last) (First) (Middle)

PTB Number \_\_\_\_\_

Agency \_\_\_\_\_

Agency Address \_\_\_\_\_

Agency Phone Number: \_\_\_\_\_ Date of Employment: \_\_\_\_\_  
(MM/DD/YY)

Employment Status: \_\_\_\_\_ Enter one of the following letter codes:

AX—Auxil. Police Officer	CF—Corrections Full Time	CP—Corrections Part Time
FT—Full Time Police Officer	PT—Part time Officer	CR—Coroner/Deputy Coroner
DP—Dispatch Part Time		

Please provide hourly salary rate: \$\_\_\_\_\_ per hour

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

NOTE: The above registration is necessary for compliance with the Inter-Governmental Law Enforcement Officer in Service Training (P.A. 82-674)



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## Indemnification Agreement

It is hereby agreed that in consideration of one of its employees, \_\_\_\_\_, being granted the opportunity of participating in police training, functions, and other activities sanctioned by the Northwest Illinois Criminal Justice Commission, Inc., the \_\_\_\_\_ employing the above named trainee shall hold the Northwest Illinois Criminal Justice Commission, Inc., harmless as to any injuries or damages incurred by said trainee as a result of such police training, functions, and other activities sanctioned by the Northwest Illinois Criminal Justice Commission, Inc., regardless of fault or negligence on the part of any official or employee of the Northwest Illinois Criminal Justice Commission, Inc., and shall further agree to indemnify the Northwest Illinois Criminal Justice Commission, Inc., in full amount as to any judgment or claim awarded to said trainee, his heirs, dependents, and assigns for such injuries or damages sustained by said trainee during the official courses of his temporary assignment to the Northwest Illinois Criminal Justice Commission, Inc.,

It is further agreed, that should suit or claim be filed by said trainee alleging injury or damage as a result of said Northwest Illinois Criminal Justice Commission, Inc., training, functions, or other activities sanctioned by the Northwest Illinois Criminal Justice Commission, Inc., reasonable notice of such suit or claim will be given to the employing Department or Agency of the affected trainee and said Department or Agency will appear and defend the Northwest Illinois Criminal Justice Commission, Inc.

IN WITNESS THEREOF, the undersigned has affixed his hand and seal at \_\_\_\_\_ Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2017 (City)  
(Day) (Month)

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

Printed Name: \_\_\_\_\_

Title or Office: \_\_\_\_\_

Note: This agreement must be signed by an official of the local government entity or by an official of the agency involved who has the legal power to enter into such an agreement.

**Course: 4 hr. Mandatory Firearms Training (PA90-626) waiver**

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

Location: \_\_\_\_\_