OKOLONA FIRE DEPARTMENT
INTER-STATION MAIL DISTRIBUTION FORM

Date: _____ Station 1 Officer: _____

Mail for Station (circle): 2 3 4

Document Description:	**What was done with the document:**
Example: January 22 attendance report	*Posted on Bulletin Board*

If there was no mail for this date for a station, use a blank form and write "NONE"

Date and Time Distribution Completed: _____

Signature of Station One Officer: _____

Place completed form on chief's desk