

Instructor Name/Address/Telephone Number Change
 Michigan Department of Labor & Economic Growth
 Bureau of Fire Services
 Office of Fire Fighter Training
 P.O. Box 30700
 Lansing, MI 48909
 517-241-8847
 Authority: 1966 PA 291

For instructors to receive payments from the State of Michigan and updates from the OFFT, personal information must be kept current. Instructors should use this form to register Name/Address/Telephone Number changes. Changes cannot be accepted over the telephone.

***Social Security Number (Please Print Legibly)**

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*This information is confidential. Disclosure of confidential information is protected by the Federal Privacy Act.

Enter OLD Personal Information

LAST NAME		FIRST NAME	MI
ADDRESS		COUNTY	
CITY		STATE	ZIP CODE
HOME TELEPHONE NUMBER (Include Area Code)		BUSINESS TELEPHONE NUMBER (Include Area Code)	
PAGE NUMBER (Include Area Code)		FAX NUMBER (Include Area Code)	
E-MAIL ADDRESS			
FIRE DEPARTMENT NAME			FDID

Enter CHANGES ONLY in Personal Information

LAST NAME		FIRST NAME	MI
ADDRESS		COUNTY	
CITY		STATE	ZIP CODE
HOME TELEPHONE NUMBER (Include Area Code)		BUSINESS TELEPHONE NUMBER (Include Area Code)	
PAGE NUMBER (Include Area Code)		FAX NUMBER (Include Area Code)	
E-MAIL ADDRESS			
FIRE DEPARTMENT NAME			FDID NUMBER

Instructor's Signature

	DATE
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Mail or fax the completed form to BOTH LOCATIONS below

<p>Michigan Department of Labor & Economic Growth Bureau of Fire Services Office of Fire Fighter Training P.O. Box 30700 Lansing, MI 48909</p> <p>Telephone: 517-241-8847 Fax: 517-335-4061</p>

<p>Michigan Department of Management & Budget Office of Financial Management Vendor Registration P.O. Box 30026 Lansing, MI 48909</p> <p>Telephone: 888-734-9749 Fax: 517-373-6458</p>

The Department of Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.