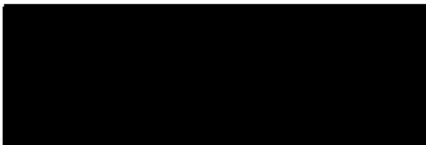




City of Cleveland  
Frank G. Jackson, Mayor

Department of Public Safety  
Michael McGrath, Director  
601 Lakeside Avenue, Room 230  
Cleveland, Ohio 44114-1015  
216/664-3736 • Fax: 216/664-3734  
www.cleveland-oh.gov

June 25, 2014



Dear [REDACTED]

It is my pleasure to inform you of your appointment to the position of Patrol Officer in the Cleveland Division of Police, Department of Public Safety, effective, Monday, July 7, 2014.

You are to report to the Cleveland Police Academy, 1300 Ontario Street, Room 731 at 0800 hours on Monday, July 7, 2014. Enclosed are instructions regarding dress code and other information you will need when you report.

You are advised that you are subject to a final record check regarding traffic violations, criminal convictions, and traffic accidents prior to your appointment date. Significant changes in your background or medical status may be grounds for rescission of this appointment.

You are required to contact the Division of Police Personnel Unit at 216-623-5136 to report any changes in your status.

Sincerely,

Handwritten signature of Frank G. Jackson in black ink.

Frank G. Jackson, Mayor  
City of Cleveland

Sincerely,

Handwritten signature of Michael McGrath in black ink.

Michael McGrath, Director  
Department of Public Safety

FGJ:MM:DF:gb

cc: Calvin D. Williams, Chief, Division of Police  
Office of Personnel  
Civil Service Commission