

**B-28/W-28 Sample Recommendation Letter**

**COMPANY NAME**  
**BUSINESS ADDRESS**

Fire Department  
Bureau of Fire Prevention  
9 Metro Tech Center  
Brooklyn, NY 11201-3857

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

Dear Sir/Madam:

I am pleased to recommend \_\_\_\_\_ (Name of Applicant) to apply for the:

B-28 Certificate of Fitness to supervise the stationary battery system located at:

\_\_\_\_\_

W-28 Certificate of Fitness to supervise the mobile battery system (approved locations are listed in the Battery System Training Verification Letter)

He/she has \_\_\_\_\_ (Years/Months) of relevant experience and has obtained all required training regarding the battery system mentioned in the Battery System Training Verification Letter from the qualified personnel. I confirm that this candidate has been trained and is capable in supervising the battery system and providing required information to the first responders during a fire or non-fire emergency incident. This applicant is of good character and is physically able to perform the functions required by the B-28/W-28 Certificate of Fitness.

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_, I have hereunto affixed my signature and I affirm that all statements made on this form are true under the penalties of perjury.

I understand that

- all statements made in connection with the application are subject to investigation and verification
- any intentional falsification of this letter can be grounds for the denial, non-renewal, suspension or revocation of the B-28/W-28 Certificate of Fitness as applies to the applicant
- FDNY representative may question the B-28/W-28 Certificate of Fitness holder as to the required building or site information listed above to verify their knowledge during inspection.

\_\_\_\_\_  
(Printed name of Employer)

\_\_\_\_\_  
(Employer's title)

\_\_\_\_\_  
(Signature of Employer)