



Association of Firearm and Tool Mark Examiners

Dear Sir/Madam,

We appreciate your interest in AFTE. To be eligible for **Provisional** membership, you must be either an experienced Firearm and/or Toolmark Examiner or in training as a Firearm and/or Toolmark Examiner. Experience and training must include Firearm/Toolmark Identification as defined in the AFTE Glossary.

*“**Firearms Identification:** A discipline of forensic science which has as its primary concern to determine if a bullet, cartridge case or other ammunition component was fired by a particular firearm.”*

*“**Toolmark Identification:** Toolmark identification is a discipline of forensic science which has as its primary concern to determine if a toolmark was produced by a particular tool.”*

This information is intended to assist you in determining your eligibility. Please carefully read the Bylaws (which can be viewed at www.afte.org), notably the Preamble and Article III Section 1B and Section 2A, to determine your eligibility. Additionally, the AFTE Code of Ethics can be viewed on the AFTE website. By signing the second page of the application, you agree to abide by the AFTE Bylaws and Code of Ethics once you have been accepted as a member.

Should you feel that you are qualified for membership and wish to apply, please read the Bylaws and Code of Ethics, complete the following application and please keep in mind the following things:

- The \$35 application fee is non-refundable. Receipts for the application fee and first year dues are provided by the Treasurer only upon request.
- The application requires two recommendations (AFTE Bylaws Article III Section 2A1d). The preferred format for recommendations is the **Applicant Recommendation Form**. One is included in this packet and can also be found on the AFTE website (www.afte.org) as a downloadable file. Those providing recommendations may also submit a traditional recommendation letter, which should state the working relationship between you and the person recommending you, and why that person feels you should be accepted as Provisional Member. Any letters submitted must be individual in nature and not the same/essentially the same letter or memo signed by three different people.
- The application calls for recommendations from three Regular Members of the Association. However, as a provisional membership applicant, you may have provisional AFTE members or non-AFTE members provide recommendations. If you include provisional or non-AFTE member recommendations, then you must write an additional letter explaining why three Regular AFTE members were not used as references. If you need assistance with letters of recommendation, you can contact the Chair of the AFTE Advisory Committee for assistance. Consult the AFTE website for Committee information.
- Provisional membership is valid for a minimum of 3 years and a **maximum of 5 years**. A Provisional member **MUST APPLY** for advancement to Regular membership within this time period. It is the responsibility of the individual member to ensure application to regular membership is received within this time period.

Inquiries regarding subscription to the AFTE Journal or to obtain back issues of the AFTE Journal should be directed to the Treasurer. Should you have any other questions, please feel free to contact me.

Sincerely,
Jessica Winn
Membership Secretary

Association of Firearm and Tool Mark Examiners



PROVISIONAL MEMBER REQUEST CHECK-LIST

- Did you review the AFTE Bylaws to determine your eligibility?
- Did you make a check payable to **AFTE for \$135**? Dues may also be paid using Pay Pal using the link from the AFTE website/online payments/Provisional Member Application Fee. (\$35 of this amount is a non-refundable application fee. Please note on your application if you used Pay Pal for payment. Upon acceptance the remaining \$100 will be applied toward Membership dues. If for any reason the applicant is not granted membership, the \$100 will be refunded.)
- Is your application **completely** filled out (Pages 1 & 2), **signed and dated** (Page 2)?
- Do you have two recommendations *? In accordance to the AFTE Bylaws Article III, Section 2 (A) (1)(d):

(d) submit letters of recommendation from two (2) Regular Members of the Association. In the event the applicant for membership is unable to obtain letters of recommendation from two (2) Regular Members, a letter of explanation shall be attached to the application indicating the reason(s) the recommendations are not available to the applicant. In the absence of three regular members who are knowledgeable enough to comment on the merits of the applicant, the Board of Admissions may consider recommendations from judges, prosecuting attorneys, defense attorneys, and/or the equivalent.

***You may have Provisional AFTE members, Attorneys and Judges write letters of recommendation or complete the Applicant Assessment; however, you must include a letter or email of explanation indicating why individuals other than Regular AFTE members were chosen to recommend you.**

NOTE: If traditional letters of recommendation are submitted, the Board of Admissions requires that each letter be personalized, not the same/essentially the same letter or memo signed by three different people.

- Have you included your current Curriculum Vitae, Statement of Qualifications, or Resume?

Please do not staple completed application packet
If all the above requirements have been completed then your application should be ready to email or mail to the following address:

Jessica Winn (Membership Secretary)
membership@afte.org
CA DOJ BFS Fresno Regional Lab
5311 N. Woodrow Ave.
Fresno, CA 93740