Brunswick County Sheriff's Office
"How to Commend an Employee"

If you wish to thank or commend a member of this office, simply ask any member of the Brunswick County Sheriff's Office how to commend a member of this office. They will provide you with the following form or they will direct you to a supervisor. The supervisor will provide you with this form or they will take down your information. You may also simply write a letter to Sheriff J.R. Woodley P.O. Box 705 Lawrenceville, VA. 23868.

Your name: _____ Date: _____

Your Address: _____ Telephone # _____

_____

The employee you wish to commend: _____

A brief narrative of the action for which you feel the individual should receive a commendation.

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_____

_____

(May continue on rear if necessary)

Signature: _____ Date: _____

Signature: _____ Date: _____

Provided to: _____ Date: _____

Forwarded to: _____ Date: _____