

# Reclamation Manual

Directives and Standards

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## BUREAU OF RECLAMATION BADGE LUCITING APPLICATION

To: Chief Security Officer, Attn: Identity Management Office  
SSLE, Denver, CO 84-45000

From:

Subject: Request to Have Badge Encased in Lucite

I am requesting that you forward my \_\_\_\_\_ badge, #\_\_\_\_\_, to V.H. Blackinton & CO, INC to be encased in Lucite. Enclosed is a personal check made out the **V.H. Blackinton & Company, Inc.** in the amount of \$ \_\_\_\_\_ to cover the cost for 21 letters of engraving (plus \_\_\_¢ for each additional letter).

Please ensure that the badge is centered in the Lucite mode (# 239) with blue (# 509) background. (Note: this is the wedge paperweight style).

The inscription on the gold plaque should read:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_

When completed, send the Lucited badge to (provide FedEx address contact phone number):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employee: \_\_\_\_\_  
Printed Name Signature Date

LESM Concurrence: \_\_\_\_\_  
Printed Name Signature Date