



## LOPD Retirement Acknowledgments Request Form

Complete this form to request LOPD acknowledgments for retirement. Please send requests and the completed form via e-mail attachment to the Programs Administrator [marisa.salazar@lopdnm.us](mailto:marisa.salazar@lopdnm.us). Requests will be submitted to the Deputy Chiefs for approval. Once approved Marisa Salazar will send form to [lopd-fiscal@lopdnm.us](mailto:lopd-fiscal@lopdnm.us) for processing and cc the requestor.

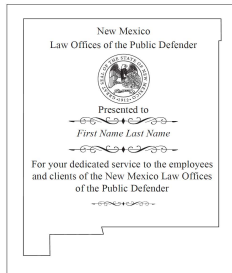
Date: \_\_\_\_\_ Requested By: \_\_\_\_\_

Employee Name (Print): \_\_\_\_\_  
 (Please provide spelling of name for the award choice below)

Office Location: \_\_\_\_\_  
 (Shipping address for the award)

Reason for Request: \_\_\_\_\_  
 (Only needed if request is for an acknowledgment other than retirement)

### Acknowledgment Requests, please select one:



**4" x 4" Gold Metal Star Paperweight**  
 Item number: **ML5016**

This is a Gold Metal Star Paperweight that measures 37.67. It is categorized in Paperweights. It can be used for many events including promotions, retirements, sales, corporate, recognition, etc... There is Free Personalization with Camera Ready artwork. Normal production is 7-10 business days. Order minimum total amount is \$40 net. If Quantity breaks are available, it's only applied to same copies. 4" H x 4" H

Colors: Gold

Qty	1	12	51
Price	\$37.67	\$32.65	\$25.12



**Crescent Glass & Photo Holder (8" x 11")**  
 Item number: **ECG6505**

Our Curved Crescent Glass Photo Holder exudes elegance and refinement. Insert a cherished photo of a loved one or friend in a visually stunning way. This item is fully customizable thanks to our laser engraving services. Add a name, message, logo, or all 3. This is perfect for graduations, retirements, commemorations, or anything worthy of high praise or recognition. This item measures 8" x 11" and can hold a 3 1/2" x 5" photo. 1 1/2" W x 8" H

Colors: Clear/Gold

Decoration Information: 4.5" W x 6.5" H; Front imprint area.

Qty	1	6	12	24	48	100
Price	\$49.28	\$47.04	\$44.80	\$42.56	\$40.32	\$38.08

Office Manager/Supervisor Print \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_ Approved

\_\_\_ Denied

Deputy Chief Approval Print \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_