

**From:** Suzette Carthron <Suzette.Carthron@cityofchicago.org>  
**Sent:** Tuesday, October 29, 2024 12:50 PM  
**To:** Annette Guzman <Annette.Guzman@cityofchicago.org>; Steve Berlin <Steve.Berlin@cityofchicago.org>  
**Cc:** Evan Haim <Evan.Haim@cityofchicago.org>  
**Subject:** W.E. Smithe donation - Attached Document

Good Afternoon,

On behalf of the CFD General Counsel, Evan Haim, please see the attached document.

Thank you.

Have a great day!

**Suzette Carthron, Staff Assistant**

CFD General Counsel

City of Chicago Fire Department

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## Chicago Fire Department Office Of The Fire Commissioner

To: Annette Guzman, Budget Director, Office of Budget & Management  
Steve Berlin, Executive Director, Board of Ethics

From: Annette Nance-Holt, Commissioner, Chicago Fire Department

Date: October 29, 2024

Subject: Donation to the City

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On October 28, 2024, the Chicago Fire Department accepted 10 recliner chairs from Walter E. Smithe Furniture, on the City's behalf. The chairs will be used in Engine 22's firehouse by CFD employees.