

INTER-OFFICE MEMORANDUM
City of Shreveport



SHREVEPORT POLICE DEPARTMENT



DATE: August 9, 2021
TO: Adrian Perkins
Mayor of Shreveport
FROM: Ben Raymond
Chief of Police
SUBJECT: Demotion of rank

Mayor Perkins,

At your request, I am asking to vacate the position of Chief of Police and to accept a demotion to the rank of Sergeant, which is the last promotional rank I held based on my seniority in the department.

Based on your previous approval of vacation leave, I will accept the demotion and report for duty as a Sergeant on November 16, 2021. Thank you for the opportunity to lead this agency and I look forward to the next chapter of my career.

Respectfully submitted,

A handwritten signature in blue ink that reads "Ben Raymond".

Ben Raymond

A handwritten signature in blue ink, likely of Adrian Perkins, with the initials "AP" written in the upper right corner.