

PLEASE READ THOROUGHLY

REGISTRATION AGREEMENT FOR ELECTRICAL CONTROLS 2

This course is approved for 2.0 core CEUs

- The Bristol Bay Area Health Corporation, Department of Environmental Health, would like to invite your Water/Wastewater Operator to an Electrical Controls 2 Course to be held in Dillingham, Alaska.
- The course will be held from **April 30th-May 2nd, 2024.**
- Travel for this training **will be anytime Monday, April 29th and return to your village after NOON on Thursday, May 2nd.** The course begins at 7:45 am Tuesday, May 30th at UAF Bristol Bay Campus, Room 134.
- ***Please call and reserve a room at the Bristol Inn Hotel as soon as possible 907-842-2240. Transportation will not be provided by us if you stay elsewhere. The UAF campus is within walking distance of the hotel.***
- BBAHC will reimburse for seat-fare airfare and lodging costs associated with this class. You will make and pay for your own travel/lodging arrangements, and we will reimburse the cost after students successfully complete the course – students must be in attendance for the entire course to be eligible for reimbursement.
- **Receipts for airfare and lodging costs must be received within 2 weeks of the conclusion of the course. Receipts not submitted to the RMW Department within 2 weeks may not be reimbursed.** Reimbursement will take 2-4 weeks.
- We need the original travel receipt and who actually paid for the ticket, i.e., Village Council, City Office, the Operator etc. Please email copies of receipts to dimdieke@bbahc.org
- **BBAHC will provide breakfast Tuesday – Thursday and various snacks throughout the course. Per Diem for lunch and dinner should be provided to travelers by the utility owner.**
- Please Scan and email the completed agreement back to dimdieke@bbahc.org as soon as possible in order to save a place in the class.

Signature, Person Authorizing Travel

Title

Date

Contact phone #

Name of Trainee (Print)

Title

Village

Contact phone #

Name of Trainee (Print)

Title

Village

Contact phone #

If you have any problems/questions, feel free to call us at 907-842-3396 or 1-888-792-2242.

