

CONTRACTOR PRE-LICENSE / BASIC BUSINESS COURSE

FRIDAY, NOVEMBER 5, 2010

8:00 am to 5:00 pm

CLASSES held at the **COMMUNITY BUSINESS PARTNERSHIP**
7001 Loisdale Road, Second Floor - Suite C, Springfield, Virginia 22150

REGULAR Pre-Registration and Pre-Payment **MUST** be received via mail or fax by Monday, November 1, 2010

REGULAR COURSE FEE: \$209, includes book "Construction Business and Law, Virginia Edition" & "DPOR Regulations"

DON'T BUILD UNTIL, LLC

www.DontBuildUntil.com

P.O. Box 10106, Alexandria, VA 22310 Tel: 703/922-9228 Fax: 703/922-0154 Email: contact@dontbuilduntil.com

Upon receipt of your payment, you will be sent, via e-mail, a course schedule.

If you do not receive a confirmation e-mail within 2 business days of mailing or faxing, please contact us.

To receive DPOR credit, on the day of the course, be prepared to show valid photo identification and provide a valid social security number. Your information will be used in strictest confidence solely for Commonwealth of Virginia DPOR reporting requirements. **PAYMENT AND CANCELLATION POLICIES:** Checks returned for insufficient funds or credit card denials will be charged a \$35 fee. Students who have paid for a class and cancel at least 36 hours in advance may either apply their funds to a future class or receive a refund less a 10% administrative fee. Students who do not cancel in a timely manner or do not apply funds to a future class will forfeit their entire tuition.

VIRGINIA CONTRACTOR PRE-LICENSE / BASIC BUSINESS – November 5, 2010

STUDENT INFORMATION - Please provide your information exactly as you want it reported to DPOR for the address of record

FIRST NAME	
MIDDLE NAME	
LAST NAME	
GENERATION (Jr., Sr., 3 rd , etc.)	
ADDRESS LINE 1 (may be a business name)	
ADDRESS LINE 2	
CITY	
STATE	
ZIP CODE	
TELEPHONE	
FAX	
EMAIL	

PAYMENT METHODS for REGULAR REGISTRATION ONE-TIME CHARGE of \$209.00

<input type="checkbox"/> CHECK # _____	<input type="checkbox"/> MONEY ORDER # _____			
CREDIT CARD	<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> DISCOVER	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> VISA
Card Number: _____				
Expiration Date: _____ / _____	Card Security Code from back of card: _____			
Print name as it appears on card _____				
Signature _____				
Credit Card billing address _____				

Mail this form with pre-payment by check or money order (payable to Don't Build Until, LLC) to:
Don't Build Until, LLC, P.O. Box 10106, Alexandria, VA 22310
Credit card pre-payments may be mailed or faxed to 703-922-0154