



March 2, 2020

To Whom It May Concern:

The Wyoming Conference of Building Officials (WCBO) will be sponsoring a seminar that will cover the 2018 IMC and IFGC combustion air and Venting. This seminar will take place on April 23, 2020.

All persons who have been issued a Certificate of Qualification (COQ) card, by The Town of Jackson, are required to obtain a minimum 8 hours of continuing education by attending an approved code seminar every three (3) years for each trade in which they are certified. **This seminar will qualify ALL applicants in ALL licensed trades for the required 8 hours of continuing education. COO cards expire and must be renewed by the Town every three (3) years. Check your Certificate of Qualification card for your expiration date.**

Classes will be held at the Lodge at Jackson Hole Conference Center at 920 W. Broadway. Classes will begin at 8:30 AM and end at 5:00 PM with lunch from 12:00 to 1:00 PM. Coffee and snacks will be provided however you will need to make your own arrangements for lunch.

The cost is \$150.00 per person for the entire day. If you wish to attend, please complete the lower portion of this letter and return with a check or money order to the address below. All checks or money orders must be made payable to **WCBO. The deadline to register is April 10, 2020. Class size is limited to 75 participants, so please register early.** Email is required to distribute class material.

If you have questions, call Billy Nunn 307-733-3959 ext.8415.

Detach here

Make check or money order payable to WCBO. This is a non refundable fee.

Mail to: Teton County PO Box 1727 Jackson, WY 83001 C/O Billy Nunn

NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE NUMBER _____ CELL _____

EMAIL _____

AMOUNT ENCLOSED _____

DATE ATTENDING _____