

**APPLICATION FORM**

**BUILDING OPERATION, MAINTENANCE AND RECORDKEEPING COURSE**

**Print clearly**

NAME: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

CERTIFICATE OF FITNESS #: \_\_\_\_\_

EMAIL ADDRESS IF YOU HAVE ONE: \_\_\_\_\_

**COST: \$150**

**Method of payment: **PAYMENT IS DUE BEFORE CLASS****

Cash     Money Order     Company Check     Personal Check     Invoice (QFP Client only)

Receipt can be emailed or by mail if needed.

Make checks payable to:

**QUALITY TRAINING INSTITUTE, INC.**

Mail to:

14 Penn Plaza - Suite 1919

New York, New York 10122

Attention: Bob Mullin

Tel # (212) 695-0890 / Fax # (212) 695-0797 / [msiu@qfpcinc.com](mailto:msiu@qfpcinc.com)

**THESE ARE SMALL CLASSES OF ONLY 10 STUDENTS SO FIRST COME, FIRST SERVE.**

MONDAYS, OCTOBER 15 AND 22, 2012 – (9AM – 1PM) (2 SESSIONS) – **CLASS IS FULL**

MONDAYS, OCTOBER 29 AND NOVEMBER 5, 2012 – (9AM – 1PM) (2 SESSIONS)

THURSDAYS, NOVEMBER 8 AND 15, 2012 – (9AM – 1PM) (2 SESSIONS)

MONDAYS, DECEMBER 3 AND 10, 2012 – (9AM – 1PM) (2 SESSIONS)

**IF POSSIBLE, DOWNLOAD THE FOLLOWING WEBSITE BEFORE CLASS:**

1. Download **REFERENCE GUIDES** (Pages 54 – 71) from S-12 from the [www.nyc.gov/fdny](http://www.nyc.gov/fdny) website (Certificate of Fitness), print it and **STUDY**.
2. Download S-95 (Alarms) and study it.

**COURSES HELD AT**

**PENNSYLVANIA BUILDING, 14 PENN PLAZA – SUITE 1919, NY, NY 10122  
(ON 34<sup>TH</sup> STREET BETWEEN 7<sup>TH</sup> AND 8<sup>TH</sup> AVENUE)**

**EASILY ACCESSIBLE FROM SUBWAY #1, 2, 3, A, B, C, D, E, F, N, Q, R TO 34<sup>TH</sup> ST.**