



Northern New Jersey Chapter, Inc.
 213 Summit Road, PO Box 1081, Mountainside, NJ 07092-0081
 Tel: (908) 654-5770 Fax: (908) 654-1754
 www.necannj.com ChapterOffice@nnjneca.com

August 8, 2017

TO: Members of the Northern New Jersey Chapter, Inc., NECA
 FROM: Monica Margaritis, Director of Education, Safety and Social Programs

Fall 2017
ADVANCED ESTIMATING COURSE
 for Electrical Construction

This course covers all phases of preparing a competitive bid. Key topics include identifying desirable bid opportunities, analyzing the company's capabilities to insure profitable results. The course explains the estimator's role at various stages of the project, writing an effective scope letter and identifying often hidden costs in the bid documents.

Our advanced estimating course will commence on Wednesday, November 1st.

A minimum knowledge of basic electrical material (Conduit, Conduit Fittings, Boxes, Wire, Devices, Panelboards, Circuit Breakers and Light Fixtures) is requested. **Students should have completed NECA's Basic Estimating Class or have at least 1-year of estimating experience.**

If you or a member of your firm would like to enroll in this 6-session course of study, please complete the attached registration form and return it to the Chapter Office by October 16th. **ENROLLMENT IS LIMITED TO 16 STUDENTS ON A FIRST COME, FIRST SERVE BASIS.**

ADVANCED ESTIMATING COURSE SCHEDULE

Wednesday, November 1	Wednesday, November 8	Wednesday, November 15
Monday, November 6	Monday, November 13	Monday, November 20

Time: 6:00-8:00 PM

Location: NECA Chapter Office, 213 Summit Road (2nd floor - no elevator), Mountainside, NJ

Instructor: William Rieth

Tuition: \$185.00 (NECA Members) \$215.00 (non-NECA Union Contractors)

Registration forms with payment must be received by October 16th. Reservations cannot be accepted by telephone or fax.

Registration Form Attached



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REGISTRATION FORM

Name of Applicant(s) _____

Present Position _____

How Long _____

Home Address (incl. Zip Code) _____

Cell _____
 (important in case of inclement weather or a last minute change in schedule)

Email _____

Employer _____

Address _____

Work Telephone _____

Approved by _____ (Accredited Rep's signature)

Tuition: \$185.00 (NECA Members) \$215.00 (non-NECA Union Contractors)

Firm Name _____ Tel _____

Billing Address _____

Please make check payable to:
 Northern New Jersey Chapter, NECA
 213 Summit Road
 PO Box 1081
 Mountainside, NJ 07092

Email _____

Credit Card: VISA MC AmEx Credit Card # _____

Name on Card _____ Signature _____

Exp Date ____ / ____ Security # _____ Total Amount to be Charged _____

Registration forms with payment must be received by October 16th. Thank you.