



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@njneca.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 **BASIC ESTIMATING COURSE** for Electrical Construction

Intensive classroom instruction in the fundamentals of electrical construction estimating. This class is designed for students that have no prior estimating experience or very little. We will cover all phases of completing takeoff, understanding drawings and bid documents. Key topics include understanding the bid package, scope to price, utilizing take-off forms, basic materials, labor techniques and assembling basic qualifications.

Our 10-session Basic Estimating course will commence on Monday, September 11th.

A minimum knowledge of basic electrical material (Conduit, Conduit Fittings, Boxes, Wire, Devices, Panelboards, Circuit Breakers and Light Fixtures) is requested.

Please complete the attached registration form and return it to the Chapter Office by September 1st. **ENROLLMENT IS LIMITED TO 16 STUDENTS ON A FIRST COME, FIRST SERVE BASIS.**

2017 BASIC ESTIMATING COURSE SCHEDULE

Monday, September 11	6:00-8:00 PM	Monday, October 2	6:00-9:00 PM
Wednesday, September 13	6:00-8:00 PM	Wednesday, October 4	6:00-9:00 PM
Monday, September 18	6:00-8:00 PM	Wednesday, October 11	6:00-9:00 PM
Monday, September 25	6:00-8:00 PM	Monday, October 16	6:00-9:00 PM
Wednesday, September 27	6:00-9:00 PM	Wednesday, October 18	6:00-9:00 PM

Instructor: Bill Rieth

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

Tuition: \$165.00 (NECA Members) \$195.00 (non-NECA Union Contractors)

Registration forms with payment must be received by September 1st. Reservations cannot be accepted by telephone or fax.

Registration Form Attached



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

Fall 2017

BASIC ESTIMATING COURSE
 for Electrical Construction

SCHEDULE:				
Monday, Sep 11	Monday, Sep 18	Wednesday, Sep 27	Wednesday, Oct 4	Monday, Oct 16
Wednesday, Sep 13	Monday, Sep 25	Monday, Oct 2	Wednesday, Oct 11	Wednesday, Oct 18

REGISTRATION FORM

Name of Applicant(s) _____

Present Position _____

How Long _____

Home Address (incl. Zip Code) _____

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

Email _____

Employer _____

Address _____

Work Telephone _____

Approved by _____ (Accredited Rep's signature)

Tuition: \$165.00 (NECA Members) \$195.00 (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 September 1st. Thank you.