

THE SECOND ANNUAL ADSC ANCHOR AND MICROPILE INSTALLATION SCHOOL

November 3 - 9, 2002
Guilford Technical Community College

Docket S030
Ex. 39-19

In an effort to continually advance the industries in which we work, ADSC proudly presents our **Anchor and Micropile Installation School (AMPIS)** - again. This course will take place in Greensboro, North Carolina at **Guilford Technical Community College, November 3 - 9, 2002.**

Who should attend?

The AMPIS program is designed for the employee/student who shows promise and has some experience in the field working with earth and rock anchors, or other types of soil retention construction.

Why should your employee attend?

Just listen to their comments . . .

"All classes were of value, who knows when you will need such information throughout your career."

"It was exciting learning new techniques not only from the speakers, but our peers. It was extremely positive."

"As I started to evaluate all of your speakers, it came to me that everyone involved did a great job. Everyone was willing to answer anything asked. It was a great experience and I hope to see this class offered again."

What will they learn?

AMPIS attendees are instructed on the use of four to five different drills and tooling set-ups over a six day period. Daily quizzes will be given on each day's course curriculum.

POTENTIAL CLASS TOPICS:

On Site Safety ♦ History and Applications for Anchors ♦ Grout Plants, Set-up, Mixing, Cleaning ♦ Setting Up and Maintenance ♦ Drilling Systems - Single, Duplex, DHH, Augers ♦ Anchor and Micropile Drilling ♦ Hydraulic Systems and Troubleshooting ♦ Anchor and Micropile Set-up for Testing ♦ Anchors, Soil Nails, and Micropiles ♦ Using Air, Water, Foam, and Drill Fluids ♦ Reading and Recording Test Results ♦ Soils and Job Site Math ♦ Actual Testing of Installed Anchors to Failure ♦ Understanding the Driller's Role ♦ Project Planning and Drawing Review ♦ Drilling - Including Hands on Applications, Techniques, and Systems ♦ Job Planning

SCHEDULE:

Sunday, November 3, 2002 - 6:00 p.m. - 8:30 p.m., kick off.

Please plan on arriving at the hotel Sunday, November 3, 2002, registration will begin promptly at 5:00 p.m.

Monday, November 4 - Friday, November 9, 2002 - Class time begins at 7:00 a.m. continuing through 5:30 p.m.

Breakfast will begin serving at 6:00 a.m.

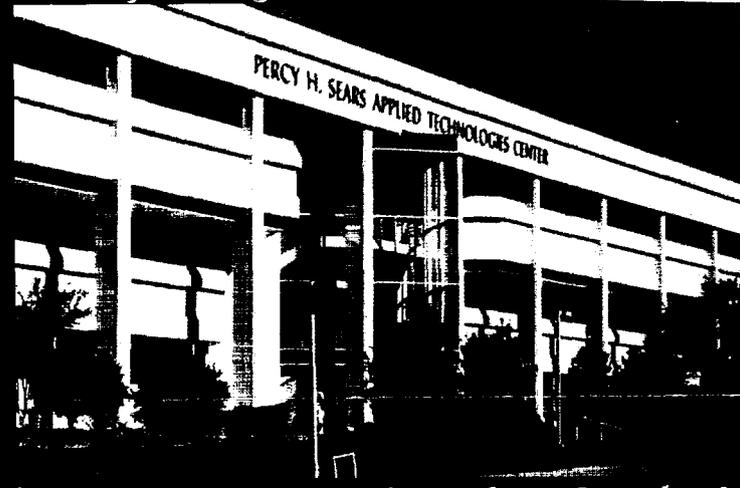
Saturday, November 10, 2002 - Class time begins at 7:00 a.m. and will conclude at 4:30 p.m.

Saturday evening Awards Dinner, 6:00 p.m. - 8:00 p.m.

Check out: Sunday morning, November 10, 2002

REGISTRATION FOR AMPIS WILL OFFICIALLY BEGIN AUGUST 1, 2002. Registrations will be accepted on a first come, first served basis (payment must be received with your registration). A brief resume, copy of Worker's Compensation with additional insured clause, and a signed letter of subrogation will also be required for school registration. For your added convenience, a resume form, additional insured language, and letter of subrogation will be provided along with your confirmation of registration. All forms must be returned within twelve (12) days of confirmation for registration to be considered complete. The registration fee includes course materials, breakfasts, lunches, breaks, individual hotel room for seven (7) nights, van transportation to and from airport, shuttle service to and from school each day, and Awards dinner.

312-2431 or ceolac@adsc-iaid.com.



Registration is Limited to Only 20 Attendees!



**One (1) attendee per company!
Additional company attendees may be considered
for registration after Friday, October 4, 2002.**



Registration
ANCHOR AND MICROPILE
INSTALLATION SCHOOL (AMPIS)

November 3 - 9, 2002, Greensboro, North Carolina

Registration Fee: \$2,250

Please Print Clearly

Company Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone () _____ Fax () _____

Email _____

Attendance Authorized by: _____

Register the following individual attendee:

Name _____ Title _____

If Paying by Credit Card: Visa MasterCard American Express

Credit Card No: _____ Exp: _____

Credit Card Identification Number: _____

(Visa and MasterCard identification numbers are three-digit numbers listed on the back of the card on the signature line, the American Express identification number is a four-digit number listed on the face of the card. Identification numbers are non-embossed.)

Name on Card: _____

Signature _____

Check, ***must accompany registration form*** Please return all forms to: ADSC, P.O. Box 550339, Dallas, Texas, 75355-0339 or Fax to: 214/343-2384, attention Cindy.

Rooming information: Smoking Non-smoking

All rooms will be considered non-smoking if choice is not indicated. For additional room nights, not covered by ADSC, please call Cindy Colao for further instructions at 214/343-2091.

LIMITED TO 20 ATTENDEES

Registrations will be accepted on a first come, first served basis (payment must be received with your registration). Please complete the registration form providing all payment information. Registration forms may be faxed to ADSC at (214) 343-2384 or mailed to ADSC, P.O. Box 550339, Dallas, Texas 75355-0339. You will receive a confirmation by mail or fax after your registration is processed. A brief resume, copy of Worker's Compensation with additional insured clause, and a signed letter of subrogation will also be required for school registration. For your added convenience, a resume form, additional insured language, and letter of subrogation will be provided along with your confirmation of registration. All forms must be returned within twelve (12) days of confirmation for registration to be considered complete. The registration fee includes course materials, breakfasts, lunches, breaks, individual hotel room for seven (7) nights, van transportation to and from airport, shuttle service to and from school each day, and Awards dinner. **One (1) attendee per company.** Additional company attendees may be considered for registration after Friday, October 4, 2002.

TRANSFERS AND SUBSTITUTIONS

Applicant transfers and substitutions may be made at any time. Applicant cancellations may be considered for refund only if their reservation can be re-filled by another candidate. *No refunds will be considered after Friday, October 25, 2002.*

SUPERVISORY PERSONNEL TRAINING INSTITUTE

MARCH 26 - 29, 2003 CALIFORNIA STATE UNIVERSITY - HAYWARD

ADSC OFFERING THE KEY TO SUCCESS

Designed for Field Managers - ADSC: The International Association of Foundation Drilling offers SPTI - Supervisory Personnel Training Institute

SPTI is designed to develop your Field Manager's ability to more confidently perform at a higher level of excellence.

SPTI is intended to enhance communication skills with engineers, architects, inspectors, and owners. In addition, this course will address different management challenges ranging from issues that evolve on the job-site and within the context of the entire company, while continuing to broaden your attendee's knowledge concerning drilled shafts and anchored geo-support systems.

SPTI will cover Safety, Soil/Rock Behavior, Fundamentals of Drilled Shaft Design and Performance, Slurry Techniques, Anchored Geo-Support Systems, Standards & Specifications, Inspection, Field Testing, and Site Inspection. Case histories, small group, and panel discussions are also scheduled to enhance the entire learning experience.

REGISTRATION FEE: \$1,375

AGENDA OUTLINE:

Wednesday, March 26, 2003

3:30 p.m., Registration
5:00 p.m. - 8:15 p.m.,
Orientation, Video Presentation
and Welcome Reception/Dinner

Thursday, March 27, 2003 and Friday, March 28, 2003

6:45 a.m., Breakfast
7:30 a.m. - 6:00 p.m.,
Classes scheduled throughout the day

Saturday, March 29, 2003

7:30 a.m., Breakfast
8:30 a.m. - 5:00 p.m., Classes continued
6:30 p.m. - 9:00 p.m., Awards Dinner
Attendance Required
Check out - Sunday, March 30, 2003

Registrations will be accepted on a first come, first served basis - payment must be received with your registration. A copy of Worker's Compensation, certificate of insurance listing ADSC as additional insured, and a signed letter of subrogation will also be required for school registration. For your convenience detailed instructions and appropriate forms will be provided. All forms must be returned within twelve (12) days of confirmation for registration to be considered complete. The registration fee includes course materials, breakfasts, lunches, breaks, individual hotel room for four (4) nights, transportation to and from school, and Saturday evening's Awards Dinner. *Hotel arrangements will be handled through the ADSC. For your convenience in securing your flight arrangements the nearest airport is Oakland International Airport (Code: OAK), airfare is not included in your registration fee.*

**Seating will be limited.
On-line registration
is available at
www.adsc-iafd.com
For more information
contact **Cindy Colao**
at **ADSC (214) 343-2091**
or **ccolao@adsc-iafd.com****



REGISTRATION – SUPERVISORY PERSONNEL TRAINING INSTITUTE

MARCH 26 - 29, 2003

CALIFORNIA STATE UNIVERSITY - HAYWARD, CALIFORNIA

PLEASE PRINT CLEARLY

REGISTRATION FEE: \$1,375

Company Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone (____) _____ Fax (____) _____

Contact Email _____

Attendance Authorized by: _____

Register the following individual attendee(s):

Name _____ Title _____

Name _____ Title _____

If Paying by Credit Card: Visa MasterCard American Express

Credit Card No.: _____ Exp.: _____

Credit Card Identification Number: _____ (Visa and MasterCard identification numbers are three-digit numbers listed on the back of card on the signature line; The American Express identification number is a four-digit number listed on the face of the card. Identification numbers are non-embossed.)

Name on Card: _____

Signature: _____

Check, *must accompany registration form*

Please return all forms to: ADSC, P.O. Box 550339, Dallas, Texas, 75355-0339 or Fax to: 214/343-2384, attention Cindy

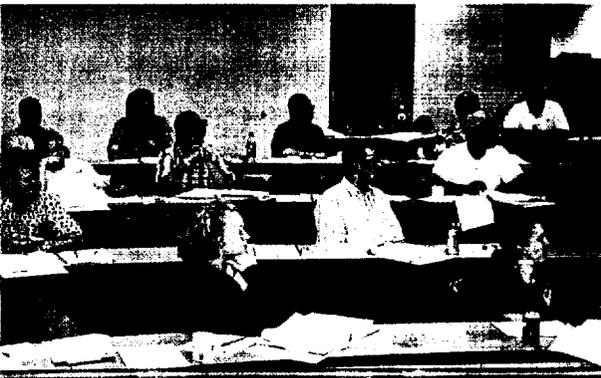
Rooming information: Smoking Non-smoking
All rooms will be considered non-smoking if choice is not indicated.

SEATING IS LIMITED

Registrations will be accepted on a first come, first served basis and payment must be received with your registration. A copy of Worker's Compensation, a certificate of insurance listing ADSC as additional insured, and a signed letter of subrogation will also be required for school registration. For your convenience detailed instructions and appropriate forms will be provided. All forms must be returned within twelve (12) days of confirmation for registration to be considered complete. The registration fee includes course materials, breakfasts, lunches, breaks, individual hotel room for four (4) nights, transportation to and from CSU, and Saturday evening's Award Dinner. *Hotel arrangements will be handled through the ADSC. For your convenience in securing your flight arrangements the nearest airport is Oakland International Airport (Code: OAK), airfare is not included in your registration fee.* For more information contact Cindy Colao at ADSC (214) 343-2091 or ccolao@adsc-iafd.com.

TRANSFERS AND SUBSTITUTIONS

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MPTI

Copper Mountain Resort, Colorado



Management Personnel Training Institute

September 15 - 20, 2003

ADSC's Management Personnel Training Institute (MPTI) is for project managers, estimators, operations managers, supervisors, administrators, and those aspiring to these levels who are members of ADSC. This five-and-a-half day program will cover a wide variety of topics presented by leaders in their fields including:

Topics/Speakers:

Personnel Management

Team Building

Project Management

Tim Treon, Consultant

FMI Corporation, Raleigh, NC

Estimating I & II

William F. Powers III, P.E., Vice President

Hayes Drilling, Inc., Kansas City, MO

Contract Administration & Claims

Conflict Resolution & Negotiation

Contract Adjustments,

"Get Out The Red Pencil"

David T. Peitsch, Corporate Counsel

Hayward Baker, Inc., Odenton, MD

Setting Personal & Corporate Goals

Communication Skills - Verbal/Written

S. Scot Litke, Executive Director, ADSC, Dallas, TX

Construction Finance

Kerry Casey, CFO

Anderson Drilling, Lakeside, CA

Developing A Corporate Safety Plan

Rick Marshall, Safety Director

Richard Goettle, Inc. Cincinnati, OH

Bonding, Surety, and Liability

Tyler Kannon, Acct. Exec. & Brian Cooper, Sr. V.P.

Gallagher Construction Services, San Francisco, CA

Equipment Financing

Ben Dutton, Branch Manager

Equipment Corporation of America, Aldan, PA

Emerging Trends - Capturing A Market

Alan Macnab, P.E., Business Development Manager

Condon-Johnson & Assoc., Inc., Tukwila, WA

ADSC



For additional information

or to register contact

Cindy Colao by calling

214-343-2091 or

ccolao@adsc-iafd.com.

Registration will be limited





REGISTRATION

ADSC's Management Personnel Training Institute

September 15 - 20, 2003

Copper Mountain Resort – Copper Mountain, Colorado

Please Print Clearly

REGISTRATION FEE: \$2,350

Company Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone () _____ Fax () _____

Contact Email _____

Attendance Authorized by: _____

Register the following attendee(s):

Name _____ Title _____

Name _____ Title _____

If Paying by Credit Card: Visa MasterCard American Express

Credit Card No: _____ Exp: _____ Total \$ _____

Credit Card Identification Number: _____ (Visa and MasterCard identification numbers are three-digit numbers listed on the back of the card on the signature line, the American Express identification number is a four-digit number listed on the face of the card. Identification numbers are non-embossed.)

Name on Card: _____

Signature _____

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Rooming Information: Smoking Non-smoking

REGISTRATION AVAILABLE ONLINE – www.adsc-iafd.com

SEATING IS LIMITED

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THE THIRD ANNUAL ADSC ANCHOR AND MICROPILE INSTALLATION SCHOOL



November 2 - 8, 2003

In an effort to continually advance the industries in which we work, ADSC proudly presents our **Anchor and Micropile Installation School (AMPIS)** - again. This course will take place in Greensboro, North Carolina at **Gulford Technical Community College, November 2 - 8, 2003.**

WHO SHOULD ATTEND?

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Why should your employee attend? Just listen to their comments . . .

"All classes were of value, who knows when you will need such information throughout your career."

"It was exciting learning new techniques not only from the speakers, but our peers. It was extremely positive."

"As I started to evaluate all of your speakers, it came to me that everyone involved did a great job. Everyone was willing to answer anything asked. It was a great experience and I hope to see this class offered again."



**One (1) attendee per company!
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for registration after Friday, October 3, 2003.**

WHAT WILL THEY LEARN?

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POTENTIAL CLASS TOPICS:

On Site Safety ♦ History and Applications for Anchors ♦ Grout Plants, Set-up, Mixing, Cleaning ♦ Setting Up and Maintenance ♦ Drilling Systems - Single, Duplex, DHH, Augers ♦ Anchor and Micropile Drilling ♦ Hydraulic Systems and Troubleshooting ♦ Anchor and Micropile Set-up for Testing ♦ Anchors, Soil Nails, and Micropiles ♦ Using Air, Water, Foam, and Drill Fluids ♦ Reading and Recording Test Results ♦ Soils and Job Site Math ♦ Actual Testing of Installed Anchors to Failure ♦ Understanding the Driller's Role ♦ Project Planning and Drawing Review ♦ Drilling - Including Hands on Applications, Techniques, and Systems ♦ Job Planning

SCHEDULE:

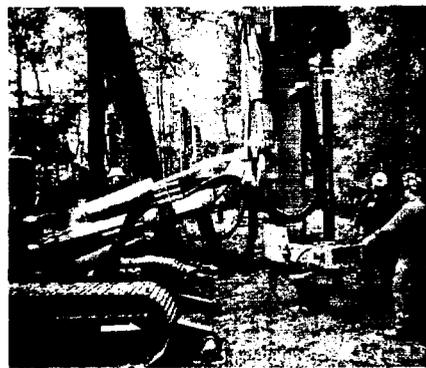
Sunday, November 2, 2003 - 6:00 p.m. - 8:30 p.m., kick off. *Please plan on arriving at the hotel Sunday, November 2, 2003, registration will begin promptly at 5:00 p.m.*

Monday, November 3 - Friday, November 7, 2003 - Class time begins at 7:00 a.m. continuing through 5:30 p.m. *Breakfast will begin serving at 6:00 a.m.*

Saturday, November 8, 2003 - Class time begins at 7:00 a.m. and will conclude at 4:30 p.m.

Saturday evening Awards Dinner, 6:00 p.m. - 8:00 p.m.

Check out:
Sunday morning,
November 9,
2003.



A M P I S III

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Limited to Only
20 Attendees!**

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Registration
(AMPIS) ADSC's THIRD ANNUAL
ANCHOR AND MICROPILE INSTALLATION SCHOOL
November 2 - 8, 2003, Greensboro, North Carolina
Registration Fee: \$2,250

Please Print Clearly

Company Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone () _____ Fax () _____

Email _____

Attendance Authorized by: _____

Register the following individual attendee:

Name _____ Title _____

If Paying by Credit Card: Visa MasterCard American Express

Credit Card No: _____ Exp: _____

Credit Card Identification Number: _____

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Signature _____

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TRANSFERS AND SUBSTITUTIONS

Applicant transfers and substitutions may be made at any time. Applicant cancellations may be considered for refund only if their reservation can be re-filled by another candidate. No refunds will be considered after Friday, October 24, 2003.

Are You In The Mix?

ADSC

PRESENTS OUR

6th National Slurry School

February 20 – 22, 2003 in sunny San Diego, California
Registration Fee: \$825

Slurry drilled foundations are a practical and economical method of construction. When performed correctly, this procedure provides excellent results.

The ADSC Slurry School is intended for personnel who are involved in the construction, design, and inspection of drilled shaft foundations. This course will provide insights and practical information about the theory, chemistry, and technology of constructing these foundations using the slurry method of drilling. Useful information will be presented on the history and development of slurry drilling, the principal advantages of various types of slurry materials, construction techniques, and testing. *Special Guest Lecturer: Professor, Researcher, and Author, Michael W. O'Neill, Ph.D., P.E.*

Current Topic Outline Includes:

- History of Slurry
- Evolution of Slurry Specifications
- Proper Procedures/Explanation of Equipment & Slurry Process
- Slurry Cleaning Techniques
- Rebar Cage Configuration and Concrete Placement
- Slurry Specifications
- Slurry Disposal
- NDE Testing
- Critical Elements of the Finished Slurried Shaft
- Acceptable & Practical Remediation of Construction Problems
- Field Demonstration covering Drilling Procedures – attendee participation encouraged
- Testing and Laboratory Session

Thursday, February 20, 2003

2:00 p.m. – 3:00 p.m., Registration
3:00 p.m. – 7:00 p.m., Classes begin with dinner scheduled accordingly

Friday, February 21, 2003

7:00 a.m. – 7:45 a.m., Breakfast
8:00 a.m. – 6:00 p.m., Classes continued with breaks and lunch scheduled

Saturday, February 22, 2003

6:30 a.m. – 7:15 a.m., Breakfast
7:30 a.m. – 1:30 p.m.,
Begin the day with a ride to Anderson Drilling, Lakeside, California, for our field demonstration (hard hats, safety glasses, boots & vests required). Lunch will be provided on-site and Participation Certificates will be handed out. *This day is scheduled to conclude no later than 2:00 p.m.*



For more information
contact Cindy Colao
at ADSC (214) 343-2091
or ccolao@adsc-iafd.com
Register Online Now at
www.adsc-iafd.com

SEATING IS LIMITED

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REGISTRATION - 6th NATIONAL SLURRY SCHOOL

February 20 - 22, 2003, San Diego, California

Please Print Clearly

Registration Fee: \$825

Company Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone (____) _____ Fax (____) _____

Contact Email _____

Attendance Authorized by: _____

Register the following individual attendee(s):

Name _____ Title _____

Name _____ Title _____

If Paying by Credit Card: Visa MasterCard American Express

Credit Card No: _____ Exp: _____

Credit Card Identification Number: _____

(Visa and MasterCard identification numbers are three-digit numbers listed on the back of the card on the signature line, the American Express identification number is a four-digit number listed on the face of the card. Identification numbers are non-embossed.)

Name on Card: _____

Signature _____

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Rooming information: Smoking Non-smoking All rooms will be considered non-smoking if choice is not indicated.

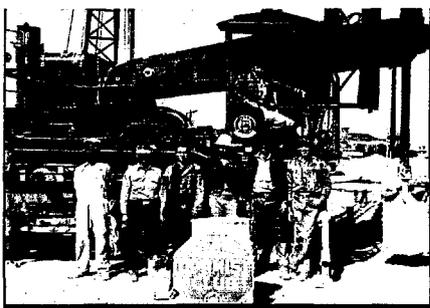
Yes, I would like to stay Saturday evening. I understand an additional fee of \$99 will be added to my initial registration fee of \$825 to cover this night's reservation. This fee is non-refundable unless cancellation notification is received by Friday, February 14, 2003 in writing. For any further additional room nights needed, not covered by ADSC, please call Cindy Colao for further instructions.

SEATING IS LIMITED

Registrations will be accepted on a first come, first served basis and payment must be received with your registration. A copy of Worker's Compensation, a certificate of insurance listing ADSC as additional insured, and a signed letter of subrogation will also be required for school registration. For your convenience detailed instructions and appropriate forms will be provided. All forms must be returned within twelve (12) days of confirmation for registration to be considered complete. The registration fee includes course materials, breakfasts, lunches, breaks, individual hotel room for Thursday and Friday evening only, van transportation to and from airport, and shuttle service to and from Anderson Drilling. *Saturday night's stay will be considered additional and will need to be arranged at time of registration for school. Hotel arrangements will be handled through the ADSC. For your convenience in securing your flight arrangements the nearest airport is San Diego/Lindbergh Field (Code: SAN), airfare is not included in your registration fee. For more information contact Cindy Colao at ADSC (214) 343-2091 or ccolao@adsc-iafd.com*

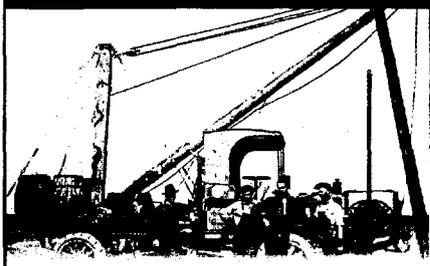
TRANSFERS AND SUBSTITUTIONS

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Drill Rig 4th Annual

February 2-8, 2003
Peterson Tractor Company Facility
San Leandro, California



Old School Then

In an effort to continually advance the industries in which we work, ADSC proudly presents our fourth annual Drill Rig Operators Training School. This course will take place in San Leandro, California, at Peterson Tractor Company, Sunday, February 2, continuing through Saturday, February 8, 2003.

Who should attend?

The DROS program is intended for field people who show promise and want to build a career in our industry. **(Please note this school is not for the experienced driller.)**

Class Coverage

Classes will cover Drill Rig Components, Transport, Project Safety, Hoisting with a Drill Rig, Hydraulic Systems and Trouble Shooting, Electrical Systems and Trouble Shooting, Soils Classifications, Drilling Tool Applications, Introduction to Welding, Repair of Tools, Geology and Soil Conditions, Introduction to the Metric System, Construction Math, and Drilling Operations.

Daily quizzes will be graded and Certificates of Course Completion will be awarded.

Time and Equipment

We plan to have at least four (4) different brands of drill rigs available. Each attendee will be trained by factory and/or experienced contractor personnel and receive at least twenty (20) hours of actual seat-time.

Testimonial

Regarding the Drill Rig Operators School, we sent one attendee. His initial response to the question "What did you learn?" was "I learned more in a week than I have in 2 years on the jobsite."

Our employee received a huge amount of knowledge at the school that he would have eventually gotten here. The biggest difference is the focus. Here the focus is getting the job done and learning as you go which could have taken another year or two. At school the focus is strictly learning.

As far as our company is concerned, I feel we got a lot from sending him to the school and I will send someone else to the school again.

Sincerely,
Kevin Gourgues
Drill Shaft Operations Manager

Registration for DROS will begin Monday, November 25, 2002. DROS is limited to twenty (20) attendees – one (1) attendee per company. Registrations will be accepted on a first-come, first-served basis. Additional company attendees may be considered for registration *after* Friday, January 3, 2003.

A brief resume, copy of Worker's Compensation, a certificate of insurance listing ADSC as additional insured, and a signed letter of subrogation will also be required for school registration. For your convenience detailed instructions and appropriate forms will be provided. All forms must be returned within twelve (12) days of confirmation for registration to be considered complete.

The registration fee includes course materials, breakfasts, lunches, breaks, individual hotel room for seven (7) nights, van transportation to and from airport, shuttle service to and from school each day, and Awards dinner. Evening meals are additional.

Agenda Outline

Sunday, February 2, 2003 – 5:00 p.m. – 6:00 p.m., registration. Classes begin at 6:00 p.m. – 7:30 p.m. with dinner scheduled accordingly.

Monday, February 3 – Friday, February 7, 2003 – Class time begins at 7:00 a.m. continuing through 5:45 p.m. Breakfast will begin serving at 6:00 a.m.

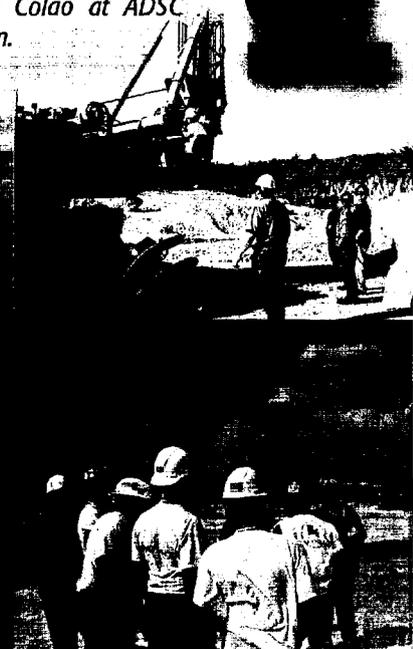
Saturday, February 8, 2003 – Class time begins at 7:00 a.m. and will conclude at 4:30 p.m.

Saturday Evening Awards Dinner, 6:00 p.m. – 8:00 p.m.

Check out: Sunday morning, February 9, 2003

For more information contact **Cindy Colao** at ADSC (214) 343-2091 or ccolao@adsc-iafd.com.

New School Now





Registration
DRILL RIG OPERATORS SCHOOL (DROS)
February 2 - 8, 2003, San Leandro, California
Registration Fee: \$2,300

Please Print Clearly

Company Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone () _____ Fax () _____

Email _____

Attendance Authorized by: _____

Register the following individual attendee:

Name _____ Title _____

If Paying by Credit Card: Visa MasterCard American Express

Credit Card No: _____ Exp: _____

Credit Card Identification Number: _____

(Visa and MasterCard identification numbers are three-digit numbers listed on the back of the card on the signature line, the American Express identification number is a four-digit number listed on the face of the card. Identification numbers are non-embossed.)

Name on Card: _____

Signature _____

Check, ***must accompany registration form***. Please return all forms to: ADSC, P.O. Box 550339, Dallas, Texas, 75355-0339 or Fax to: 214/343-2384, attention Cindy.

Rooming information: Smoking Non-smoking

All rooms will be considered non-smoking if choice is not indicated. For additional room nights, not covered by ADSC, please call Cindy Colao for further instructions at 214/343-2091.

LIMITED TO 20 ATTENDEES

Registrations will be accepted on a first come, first served basis (payment must be received with your registration). Please complete the registration form providing all payment information. Registration forms may be faxed to ADSC at (214) 343-2384 or mailed to ADSC, P.O. Box 550339, Dallas, Texas 75355-0339. You will receive a confirmation by mail or fax after your registration is processed. A brief resume, copy of Worker's Compensation with additional insured clause, and a signed letter of subrogation will also be required for school registration. For your added convenience, a resume form, additional insured language, and letter of subrogation will be provided along with your confirmation of registration. All forms must be returned within twelve (12) days of confirmation for registration to be considered complete. The registration fee includes course materials, breakfasts, lunches, breaks, individual hotel room for seven (7) nights, van transportation to and from airport, shuttle service to and from school each day, and Awards dinner. **One (1) attendee per company.** Additional company attendees may be considered for registration after Friday, January 3, 2003.

TRANSFERS AND SUBSTITUTIONS

Applicant transfers and substitutions may be made at any time. Applicant cancellations may be considered for refund only if their reservation can be re-filled by another candidate. *No refunds will be considered after Friday, January 24, 2003.*