



**WASHINGTON STATE**  
**CRIMINAL JUSTICE TRAINING COMMISSION**  
**26th Annual Northwest Law Enforcement Command College**

**ADDITIONAL COURSE INFORMATION**

<b>Dates:</b>	March 7, 2013
<b>Location:</b>	Heathman Lodge 7801 NE Greenwood Dr. Vancouver, WA 98662 Please see link below for directions to the hotel <a href="http://www.heathmanlodge.com/">http://www.heathmanlodge.com/</a>
<b>Class Hours:</b>	<b><u>Please be at the hotel at 0745 for registration.</u></b>  Thursday 0830-1700  Breakfast 0745-0830 Lunch 1200-1300  Thursday Graduation Ceremony (must attend to receive certificate) Dinner 1800-1900 Graduation 1900-2000
<b>Travel/Meals &amp; Lodging:</b>	<b>Travel:</b> <ul style="list-style-type: none"><li>• Travel to and from the hotel is the responsibility of the applicant or his/her agency.</li></ul> <b>Meals:</b> <ul style="list-style-type: none"><li>• Meals are provided at the hotel for Breakfast, lunch, and dinner.</li></ul>
<b>Costs:</b>	\$350 for Two nights lodging, meals, and training \$250 for One nights lodging, meals, and training \$150 for Meals and training  <b><i>For this course only:</i></b> We will be billing in advance. Invoices will be generated and mailed out prior to class with payment due upon receipt. Unfortunately, the WSCJTC is <i>unable</i> at this time to accept <i>credit cards</i> as a form of payment.
<b>Attire:</b>	<b>Business Casual</b> attire is appropriate for classroom wear on Thursday. <b>Dress uniform or Suit and Tie</b> is expected for graduation night (Thursday)
<b>Cancellation Deadline:</b>	<b>February 15, 2013</b> Notify the Valerie Jenkins at <a href="mailto:vjenkins@cjtc.state.wa.us">vjenkins@cjtc.state.wa.us</a> . <b><u>Your agency will be billed the entire course fee for late cancellations and no shows. No exceptions will be made.</u></b>
<b>Responsibility for Injuries:</b>	Although instructors will at all times maintain a high degree of care for the safety of all persons attending the school, it must, be understood that neither the Washington State Criminal Justice Training Commission, nor any of the cooperating agencies can or will assume financial responsibility for injuries or illness suffered as a result of any training received, nor can or will be responsible for any loss to students as a result of damage to

their property through fire, theft or other causes. Each attendee must understand that this training is at the attendee's own risk.