

August 6, 2018

Kasha Giddins,
Timber Creek High School
501 Jarvis Rd.
Erial, NJ 08081

Dear Sir or Madam:

Please accept this notice as confirmation of your request for professional services from the Southern Regional Institute and ETTC at Stockton University. As discussed the SRI&ETTC will provide the following services for Black Horse Pike Regional Schools:

Service or Workshop Code: C19044

Intervention and Referral Services (I&RS) One Day Team Training

Friday, October 12, 2018
8:00:00 AM to 2:00:00 PM
Timber Creek Regional High School

Fee for Onsite Services:

(Please place a checkmark next to your preferred payment method.)

\$1,090.00

45 ETTC Hours

Thank you for this opportunity. If this proposal is acceptable please sign and return this letter of agreement via regular mail, or fax to 609.748.6212. Once a signed letter of agreement has been received, ETTC Hours will be deducted from your account or the Bursar's Office will generate an invoice for services rendered.

CANCELLATION OF ANY SCHEDULED SERVICE BY THE HOST DISTRICT/AGENCY FORTY-EIGHT (48) HOURS OR LESS BEFORE THE EVENT WILL RESULT IN A CHARGE EQUIVALENT TO INSTRUCTOR FEES AND ADMINISTRATIVE COSTS. REASONABLE EXCEPTIONS TO THIS POLICY WILL BE MADE DUE TO INCLEMENT WEATHER, OR OTHER EMERGENCIES.

Please do not hesitate to contact Courtney Regan at 609.626.3866 if you have any questions.



Patricia Weeks
Director
Southern Regional Institute and ETTC

Kasha Giddins

Timber Creek High School