

Iowa Onsite Waste Water Association

Installation Overview – August 28-29, 2009

NEHA CIOWTS Test – August 29, 2009

Location: Staybridge Suites Hotel www.sb-westdesmoines.com
6904 Lake Drive, West Des Moines IA 50266, I-80, Exit 121

Certified Installer Onsite Wastewater Treatment System Overview

Fri., August 28th - Continental breakfast 7:30 AM / Pre-test Workshop: 8:00 AM – 5:00 PM

Sat., August 29th - Continental breakfast 7:30 AM / Pre-test Workshop: 8:00 AM – 2:00 PM

Sara Heger Christopherson & Dave Gustafson, University of Minnesota, will provide instruction prior to taking the NEHA test. **The Overview is available for the benefit of those taking the NEHA test and is separate from the CIOWTS Test Application and fees.** You do **not** need to attend the Installation Overview to sit for the NEHA CIOWTS test on Saturday afternoon

Installation Overview Fee (registration page 2):

IOWWA members - \$185.00 Non-member fee - \$295.00

NEHA (CIOWTS) Test – Sat. August 29th, 3:00 PM – Basic or Advanced test

You must personally apply to NEHA to take the exam (for the Basic or Advanced).

The CIOWTS test application can be downloaded at www.neha.org/onsite or contact Doug Bird or Alice Vinsand (see contact information listed below).

The NEHA Application & testing fee must be submitted to NEHA per instructions on the last page of the Test Application. If you have any questions about completing the NEHA CIOWTS application please contact NEHA. Incomplete applications delay the processing for materials.

**NEHA Exam Fee: *IOWWA members - \$95.00 basic / \$110.00 advanced
Nonmembers - \$110.00 basic / \$130.00 advanced**

NOTE: *As a member of IOWWA you do NOT need to join NEHA to use the NEHA “member” fee.

Notes for the NEHA CIOWTS Test Application:

- **Be sure you sign Step 5 & Step 6 (Step 7 is not needed for Basic.)**
- **High School Diploma is not necessary for the Basic test — it “is” for Advanced**
- **Your application MUST be received before **JULY 24, 2009** at the NEHA office.**
- **Mail the Application back to NEHA with payment. NEHA needs time to review your application.**
- **If it is getting close to the deadline date, call NEHA so other arrangements can be made.**

There is **NO** on-site registration/submission of the NEHA application since materials have to be ordered ahead of time. A confirmation letter will be sent to you from NEHA prior to the test date.

1. **Your NEHA Test Application and test fee MUST be sent directly to NEHA.**
2. **Your Installation Overview registration form must be sent to the IOWWA office. Please do not include the NEHA test application fee with your Installation Overview Registration.**

If you have questions regarding the exam you need to call NEHA at 303-756-9090, ext 339 or ext 337.

Location – Staybridge Suites Hotel, 6905 Lake Drive, West Des Moines IA (515-223-0000)

Lodging – If you need a room call the Staybridge Suites. Let them know you are attending the IOWWA workshop – room rate is \$89.00/night plus tax. I-80, Exit 121

**To request a NEHA CIOWTS test application or for questions contact
Doug Bird: 319-352-0332 or Email: lbird@co.bremer.ia.us**

For Installation Overview registration questions contact
Alice Vinsand, Executive Director, IOWWA
515-225-1051, Fax: 515-225-8187 Email: alice@avinsandinc.com

**Iowa Onsite Waste Water Association
August 28-29, 2009 • West Des Moines, Iowa**

**INSTALLATION OVERVIEW
REGISTRATION FORM**

Use a separate registration form for each person attending - duplicate as needed.

NOTE: Your NEHA application and test fee **MUST** be sent directly to NEHA with your application.
Do not include the NEHA fee with your Installation Overview Registration.

Installation Overview Fee:

- IOWWA members - \$185.00 Non-member fee - \$295.00

This fee covers facility rental and other installation overview registration expenses.

It also includes speaker travel, hotels, expenses and honorariums.

Speaker expenses include Informational Study booklet, two lunches, breakfast, four breaks.

Pre-registration for the Installation Overview is required.

Please check one: 2009 IOWWA Member: _____ **Non-Member: _____
Attendee: (First) _____ (Last) _____
Representing (company): _____
Address: _____
City _____ State _____ Zip _____
Telephone #: _____
Fax: _____
Email: _____
** To join now - IOWWA Membership (half year fee) \$45.00 - July-December 2009 Membership is by individual and is renewed annually (January – December each year \$90.00)

INSTALLATION OVERVIEW REGISTRATION PAYMENT (IOWWA--EIN# 42-1483264)

- Credit Card payment** (*Visa/MasterCard only*) complete ALL items - form can be faxed to **515-225-8187**
Credit Card # _____ Exp. Date: ____/____ Amt to Process: \$ _____

Authorized Signature: _____

Cardholder email if different from above: _____

- Send this Installation Overview registration form and your check payable to "IOWWA" to:**

**IOWWA
10927 Lincoln, Des Moines, Iowa 50325**

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