

# General Information

CALBO Training Institute (CTI) is pleased to continue the tradition of offering Education Weeks in Northern California and Southern California. This year, three Education Weeks will be held:

**September 12 – 15** | **San Ramon**  
**October 24 – 27** | **Ontario**  
**November 7 – 10** | **Anaheim**

## Registration

Registration is available in half-day, full-day, and full-week enrollment. **Full week registrations may only be split between two individuals!** The registration form must accompany full payment, purchase order, or credit card information. Payment for registration should be received by registration deadline. You can register in the following ways:



**Online** at [www.calbo.org](http://www.calbo.org)



**Email:** [info@calbo.org](mailto:info@calbo.org)



**Mail to:**  
**California Building Officials**  
 1022 G Street | Sacramento, CA 95814



**Fax:** 916.442.3616



**Registration Deadlines:**  
**San Ramon** | Wednesday, August 31, 2016  
**Ontario** | Tuesday, October 11, 2016  
**Anaheim** | Wednesday, October 26, 2016

## Late Registration

Registration forms received after the registration deadline will require onsite registration. Late registrations must be submitted onsite at the CALBO registration desk and are accepted on a "space available" basis only.

## Fees

All registration fees include morning and afternoon refreshments and lunch.

REGISTRATION TYPE	CALBO MEMBERS	NON-MEMBERS
Full Week (4 Days)	\$645	\$830
Full Day	\$195	\$250
One Half-Day	\$140	\$165
Two Half-Days	\$195	\$250
<i>(same day, same person)</i>		

## Special Needs

If special accommodations or dietary needs exist, please notify CALBO staff at least 15 days prior to registered session.

## Cancellation Policy

Cancellations received 7 days prior to the first day of the event will be refunded, minus a 25% processing fee. Refund requests must be received in writing. Cancellations received after will not be refunded, and registrants are responsible for full payment. No-shows will not be refunded and are responsible for full payment. Registration may be transferred to another session or another individual with prior authorization of CALBO staff. CALBO reserves the right to cancel a class for low enrollment. Registration may be transferred if class is cancelled.

## Certificate of Attendance

It is the policy of CTI that Certificates of Attendance reflect the prescribed number of hours the student has participated in the subject matter. A certificate of attendance will be presented to those attending the entire session. You will not receive credit if you do not attend the entire session. All courses have been approved by the ICC Preferred Provider Program.

## Hotel Information

**2016 CALBO Education Week: San Ramon**  
**San Ramon Marriott**  
 2600 Bishop Drive | San Ramon, CA 94588

**Reservation Number:** 1-800-228-9290 or 925-867-9200

**CALBO Group Code:** CALBO

**CALBO Room Rate:** \$165.00+tax

**Reservation Cut-Off Date:** Friday, August 11, 2016

**Parking Information:** Free day self-parking is provided to all attendees. Overnight self-parking is \$6.00 per car, per day.



**2016 CALBO Education Week: Ontario**  
**DoubleTree by Hilton Hotel Ontario Airport**  
 222 North Vineyard Avenue | Ontario, CA 91764

**Reservation Number:** 1-800-222-8733 or 909-418-4873

**CALBO Group Code:** CBO

**CALBO Room Rate:** \$90.00+tax

**Reservation Cut-Off Date:** Monday, October 10, 2016

**Parking Information:** Free self-parking, day and overnight, is provided to all CALBO attendees.

**2016 CALBO Education Week: Anaheim**  
**Anaheim Marriott**  
 700 Convention Center Way | Anaheim, CA 92801

**Reservation Number:** 1-800-228-9290 or 714-750-8000

**CALBO Group Code:** Not Required

**CALBO Room Rate:** \$159+tax

**Reservation Cut-Off Date:** Monday, October 17, 2016

**Parking Information:** Free day self-parking is provided to all CALBO attendees. Overnight parking is \$25.00 per car, per day.