

**Northeast Woodland Training, Inc.**

Office Mailing/Billing Address  
 229 Christmas Tree Farm Road  
 Chester, Vermont 05143

Phone: (802) 681-8249

Email: nate@woodlandtraining.com

Web: www.woodlandtraining.com

Fed ID: 03-0371883

**Service Agreement**

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**Sponsor Address:**

Attn: Jenny Cole  
 Town of Charlotte  
 Park & Wildlife Refuge Oversight Committee  
 PO Box 119  
 Charlotte, VT 05445

**Sponsor Information:**

**Sponsor Name** Town of Charlotte  
**Sponsor Address** See Above  
**Sponsor Phone** (802) 425-3071  
**Sponsor Fax**  
  
**Contact Person** Jenny Cole  
**Contact Phone** (802) 425-3071  
**Contact email** colelogcabin@gmavt.net

**Class Information:**

**Program** Landowner GOL  
**Class Name** Town of Charlotte  
**Class Code** 793

Sessions	Date	Start Time
Level 1	9/19/2015	8:00 AM
Level 2	9/26/2015	8:00 AM
Level 3	10/31/2015	8:00 AM

**Class Site:**

<b>Site Name</b>	Town of Charlotte	<b>Site Contact</b>	Jenny Cole
<b>Site Town/State</b>	Charlotte, VT	<b>Contact Phone</b>	802-425-3105

**Directions to Site** Location: Charlotte Park and Wildlife Refuge-- Meet at the Thorp Barn, 1520 Ethan Allen Highway. (The yellow arrow on the attached map shows the Thorp Barn access.)

**Instructor Information:**

**David Birdsall**

41 Northrup Road  
Middletown Springs, VT 05757  
Email: dwbirdsall@vermontel.com

**Home:** (802) 235-2908  
**Work:**  
**Mobile:** (802) 345-7438

**Contract Terms:**

**PO Number** N/A

**Deposit**

**Terms** \$115 per person per Level (training day), plus instructors mileage @ \$0.575 per mile, plus expenses (meals, lodging, overnight charge \$50, flight, rental, etc.) if necessary.

Maximum number of students per instructor is 10.

There is a minimum daily training rate of \$920 per instructor, plus expenses.

NEWT will provide participant's certificates to the course sponsor for distribution.

**Cancellation Policy** **Sponsor is responsible for \$200 cancellation fee if cancelling within 7 days of the session.**

**Pre-Class Checklist:**

- Make corrections/ additions to information on this form.
- Fill in Purchase Order Number and Mail Purchase Order (if applicable)
- Send in non-refundable deposit (if applicable)
- Make sure the training site meets the site requirement specifications (see spec. sheet)
- Sign and return one copy of this form to Northeast Woodland Training.

**Signatures:**

Town of Charlotte	Date	Northeast Woodland Training, Inc.	Date
Authorized Signature		Authorized Signature	