

Minnesota Department of Labor and Industry  
 Construction Codes and Licensing Division  
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## Seminar/Education Request Form

**PRINT IN INK or TYPE.** One course per form.

Requested by	Organization	Email	
Address	City	State	Zip
Seminar subject	Location	Date of seminar	
Address	City	State	Zip
Time frame to	Number of attendees	Electronic version of presentation Yes      No	
Description of seminar <small>Include code sections, building occupancy types and other relevant information about the proposed course.</small>			

### Program Presentation Fee Information

Half day, more than 3 hours of instruction: **\$300**

Full day, more than 5 hours of instruction: **\$600**

Fee amount due: \_\_\_\_\_

Program presentation fee shall be by check or money order and payable to the "Department of Labor and Industry". Attach a copy of this Education Request Form with the payment.

Contact the DLI Licensing Section for continuing education requirements and processing regarding continuing education credit. Requests for continuing education credit are required to be submitted at least 30 days prior to the presentation date.

### For office use only

Available

Instructor(s): \_\_\_\_\_

Not available

Requestor notified

Date: \_\_\_\_\_ Contact method: \_\_\_\_\_

Revenue account number: 513304 Check number: \_\_\_\_\_ Check amount: \_\_\_\_\_ Date: \_\_\_\_\_