



**PATA MICRONESIA CHAPTER
EDUCATION COMMITTEE
TRAINING REQUEST FORM**

NTO's/STO's: In accordance with the "STANDARD OPERATING PROCEDURE FOR TRAINING REQUEST" please use this form to request training.

NTO/STO Name/Location: _____

Point-of-Contact: _____

Phone#'s (office/cell/fax): _____

Email: _____

Snail Mail Address: _____

General Education Topic requested: _____

1. Have you seen the PATA Micronesia (PATA Mic) conduct this before? If so where/when and Instructor's name if known?
2. Desired dates of instruction (it is desired that training coincide with PATA Mic Chapter meeting but not mandatory):
3. If there are business/organizations in your area encouraging this training request please share who they are and if you consider the area interest to be small, medium, large at this time:
4. Reminder that the requesting NTO/STO is responsible for all the Trainer's Ground Transportation, Lodging and Meals. Please indicate if these are fulfilled at this time or if not that you will inform us of their fulfillment when it occurs (TBD = To Be Determined)

Ground Transportation:

Lodging:

Meals:

By signing this request I hereby indicate the full support of our NTO/STO in fulfillment of this request including our requirement to provide the Trainer all Ground Transportation, Lodging and Meals.

Please sign below:

Name printed / Signature / Date

Once the above form is signed, please email in its entirety to:

PATA Micronesia Chapter:

Chairman Pilar Laguaña @ plaguana@visitguam.org

Education Co-Chairs:

Carol Rivera Cruz @ carol.cruz@guamcc.edu

Monty McDowell @ monty.mcdowell@amiguam.com