

TOWN OF ORANGE
REQUEST TO ATTEND TRAINING

To the Select Board:

I request authorization for payment of the registration fee for attending a training workshop or conference.

Applicant's name and position:

Name and nature of training:

Location:

Date:

Half-day_____, full day_____, or _____ hours

Registration fee: _____

I do _____ do not _____ request a stipend for attending; OR
I will bill my hours at my hourly rate _____ (check one).

I do _____ do not _____ request mileage reimbursement. (check one).

Date submitted:

Action by Select Board:

Date:

Dorothy Heinrichs, Chair

Robert Ells

Lyell Smith