



NH Municipal Association's On-Demand Program

Please complete this form and email to NHMA's Legal Services team at legalinquiries@nhmunicipal.org

Type of Training and Cost <i>Check all that apply.</i>	\$ 400.00 VIRTUAL	2-hour presentation with 1 NHMA Presenter		
	\$ 550.00 In-Person	2-hour presentation with 1 NHMA Presenter		
	\$ 100.00 In-Person (+1)	Add cost for 2 nd NHMA Presenter (In-Person)		
	\$ 700.00 In-Person (2)	3-hour presentation with 2 NHMA Presenters on the Right-to-Know Law for Law Enforcement Personnel		
Today's Date				
Name & # of person completing form				
Municipality or Group asking for Training				
<u>Subject of Training</u> (see next page)				
Please provide us with 3 Dates your Board is Available <i>Blackout dates: September for the Basic Law of Budgeting and the month prior to NHMA's Annual Conference for all On Demands.) All presentations are subject to staff availability.</i>	1 st Choice:	2 nd Choice:	3 rd Choice:	
Start Time (no earlier than 9:30 a.m. & no later than 7:00 p.m.)				
Estimated number of attendees				
Does your facility have a/v equipment? (computer, projector & screen, type of connection)				
Can your facility be set up in a classroom style (tables & Chairs for attendees) with a head table for the Presenter?				
Street address to the facility				
Emergency contact name and telephone number for Presenter (especially for evening travel)				
Contact name, address and email to send the invoice Note: You may invite local officials from the surrounding NHMA member municipalities and have them pay your town a portion of that cost. Hosting municipality is responsible for payment.				
Additional Notes or Comments:				
<p>Thank you for your interest in NHMA's On Demand Program. Your request will be reviewed, and a response will be provided shortly.</p>				