

Please complete this form and email to NHMA’s Legal Services team at [legalinquiries@nhmunicipal.org](mailto:legalinquiries@nhmunicipal.org)



## NH Municipal Association’s On-Demand Program

**Please check one**

- 2-hour (1 attorney) On Demand \$400.00 VIRTUAL.....
- 2-hour (1 attorney) On Demand \$550.00 IN-PERSON.....
- 3-hour RTK for Law Enforcement (2 attorneys)  
\$725.00 IN-PERSON .....
- Other Specialized Training: TBD.....

Today’s Date				
Name & # of person completing form				
Subject of Training				
Please provide us with 3 Dates your Board is Available  (Note: Blackout dates may apply)		1 <sup>st</sup> Choice:	2 <sup>nd</sup> Choice:	3 <sup>rd</sup> Choice:
Start Time (no earlier than 9:30 a.m. & no later than 7:00 p.m.)				
Does your facility have a/v equipment (computer, projector & screen)? Virtual = N/A				
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				
Estimated number of attendees for handouts (please update as the date gets closer)				
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.				
<b><i>Thank you for your interest in NHMA’s On Demand Program. Your request will be reviewed and a response will be provided shortly.</i></b>				

Notes or Comments:

25 Triangle Park Drive • Concord, NH 03301 • Tel: 603.224.7447

E-mail: [NHMAinfo@nhmunicipal.org](mailto:NHMAinfo@nhmunicipal.org) • [governmentaffairs@nhmunicipal.org](mailto:governmentaffairs@nhmunicipal.org) • [legalinquiries@nhmunicipal.org](mailto:legalinquiries@nhmunicipal.org)

Web site: [www.nhmunicipal.org](http://www.nhmunicipal.org)