



## Ohio Board of Building Standards

6606 Tussing Road • P.O. Box 4009  
Reynoldsburg, OH 43068-9009  
(614) 644-2613 FAX (614) 644-3147 *FaxBack* (614) 728-1244  
E-mail: [dic.bbs@com.state.oh.us](mailto:dic.bbs@com.state.oh.us)  
Web Site: [www.com.state.oh.us/dic/dicbbs.htm](http://www.com.state.oh.us/dic/dicbbs.htm)

**Ted Strickland**  
Governor

**Gerald O. Holland**  
Chairman

June 5, 2009

To: Ohio Building Code Academy Students

RE: Ohio Building Code Academy

Dear OBCA Student:

You have been scheduled to attend the Ohio Building Code Academy from June 22 - 26, 2009.

Please fill out and fax back the attached form. You will receive a confirmation letter once your request has been received, if you plan on attending.

Please review the following information:

Dates: June 22 - 26, 2009

Location: Quest Conference Center  
8405 Pulsar Place  
Columbus, Ohio 43240  
Phone: 614-540-5540

Lodging: The Wingate Inn (and also the Hampton Inn & Suites, which is located behind the Quest Conference Center) is in walking distance to the Quest Conference Center. The address for The Wingate Inn is 8505 Pulsar Place, Columbus, Ohio 43240. The phone number is 614-844-5888 and the fax number is 614-781-1985. Each student is responsible for making his/her own lodging accommodations, and is also responsible for any cost associated with his/her lodging. Please reference the attached list of additional hotels in the area.

Time: 8:00 a.m. - 5:00 p.m., Monday - Friday

Meals: The cost of all meals will be the student's responsibility, and you should account for this when you are considering your expenses for the OBCA. The Quest Conference is centrally located near many eating establishments for your convenience.

Workbooks: The OBCA will provide all workbooks and other study materials required for this training **at no cost to the students**. Students may bring code books, but they are not required.

Cost: The Board is providing the Ohio Building Code Academy training, **at no cost to the students**. The cost associated with the Ohio Building Code Academy is funded through the one-percent and three-percent Assessment Funds. Students are responsible for all lodging and all meal expenses.

Registration: Students are required to register for the Ohio Building Code Academy by using the form attached below. All students must be in attendance and ready to start at 8:00 a.m. on Monday, June 22, 2009.

Any student not able to attend must notify Vicky Williams by filling out and faxing back the attached form **no later than June 12, 2009**, and you will be re-scheduled for the next Ohio Building Code Academy in the Fall. Remember it is your responsibility to attend the Academy within one year after receiving your interim certification.

***To Register For The Ohio Building Code Academy, Please Fill In The Bottom Portion Of This Letter And Fax It To Vicky Williams At 614-222-2302 no later than June 5, 2009.***

**ALL STUDENTS MUST REGISTER TO HAVE A PLACE RESERVED IN THE JUNE 2009 OHIO BUILDING CODE ACADEMY.**

If you have any questions, please feel free to contact Vicky Williams at 614-644-2613.

Respectfully,



Billy J. Phillips  
Executive Secretary

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**NAME:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_  
(please include: City, State, Zip)

**PHONE #:** \_\_\_\_\_ **FAX #:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

**CERTIFICATION NUMBER:** \_\_\_\_\_  
(from interim ID card)

\_\_\_\_\_ **I WILL ATTEND THE JUNE OBCA STARTING ON JUNE 22, 2009.**

\_\_\_\_\_ **I WILL NOT ATTEND THE JUNE OBCA STARTING ON JUNE 22, 2009.**