



INSTRUCTOR

INFORMATION SHEET First Time Full Time Conference

Date: May 1 and 2, 2019
Time: 8:30 a.m. to 5:15 p.m.
Location: Georgian College
1450 Eighth Street East, Owen Sound, ON N4K 5R4

Course Title: _____

Instructor(s) Name(s): _____

Classroom Requirements: _____

Will you be providing a certificate to the students? _____ Yes _____ No

If so, when can they expect to receive them? _____

What do students need to bring?

Do you have any Dietary Restrictions? If yes, please indicate:

Do you have a current Criminal Background check?

Yes ☐ No ☐

Please Note: If you do not have a current Criminal Background check, it is Board policy to have a Bluewater DSB or Bruce-Grey Catholic DSB employee in the room.

For those receiving payment, please attach a copy of your Proof of Insurance with this completed form.

Please fax Information Sheets and Invoices to:

Michael Bethune, Superintendent of Education
Bruce-Grey Catholic District School Board
Fax: (519) 364-5882

If possible send invoices to Mike Bethune prior to the event so that payment can be made as soon as possible.