



FAR ESSENTIALS



PRESENTED BY THE:

Northeast Indiana Chapter 116

ABOUT THE PROGRAM:



Every attendee will receive a copy of the **FAR Essentials** guidebook.

“*FAR Essentials*” is a one-day National Education Seminar (NES) that presents the essential topics from the *Federal Acquisition Regulation (FAR)* - the source of the uniform policies and procedures for acquisition by all U.S. federal government agencies. This seminar will explore in-depth the essential topics of the *FAR* to be mastered by government and industry contract management professionals.

FAR Essentials will make your job a little bit easier, helping you digest the important aspects of the *FAR* without thumbing through thousands of pages.

SPEAKER:

Jim Kirlin, Consultant
*Author of **FAR Essentials***

COURSE OUTLINE:

- Unit 1- General
- Unit 2- Acquisition Planning
- Unit 3- Contracting Methods and Types
- Unit 4 - Socio-Economic Programs
- Unit 5 - General Contracting Requirements, and
- Unit 6 - Contract Management
- Exercises
- Case Study

Earn 7 continuing education hours by attending this one full-day seminar!

Location: Raytheon Company,
Fort Wayne, IN

Date: Tuesday, March 7, 2017

Please contact **REGISTRAR**
for more information.

REGISTRAR
Len Piropto
len.piropto@raytheon.com
260.429.6497



FARESSENTIALS



PRESENTED BY THE:
NE IN Chapter 116

DATE: 3.7.17
TIME IN: 7:30 AM
CHECK IN: 4:30 PM

Register Now! Location

E-mail: len.piropto@raytheon.com
Mail:
Raytheon Company
1010 Production Road
Fort Wayne, IN 46808
Attention: Len Piropto

Raytheon Company
1010 Production Road
Fort Wayne, IN 46808

Participant Information - *Print Clearly* Update my contact information

Name: _____ NCMA Member #: _____
 Title: _____
 Organization: _____
 Address: (W/H) _____ Suite/Apt.#: _____
 City: _____ State, Zip: _____
 Phone Work: () - X Fax: () -
 E-mail: _____ ← Required for confirmation
 Emergency Contact: _____ EC Phone: _____

Check here if you require special assistance or have special meal requirements

Registration Fees (includes seminar materials and meals)

Advance (January 31, 2017)

- Member Price: \$175
- Non-Member Price: \$200
- New Member Price: \$350* (\$150 membership payable to NCMA/NES registration-separate payments only)

Regular (February 28, 2017)

- Member Price: \$200
- Non-Member Price: \$225
- New Member Price: \$375* (\$150 membership payable to NCMA/NES registration-separate payments only)

*Regular 1-year membership is \$150; the \$25 initiation fee is waived if payment completed with this registration.

Payment Method

Check Enclosed: Payable to NCMA Check No.: _____
 Credit Card: AMEX VISA MasterCard Discover
 Total Charge Amount: \$ _____
 Card Number: _____ Exp. Date: _____
 Name on Card: _____ Signature: _____

Payment must be made at the time of registration. NCMA does not accept purchase orders or requests for invoicing. NCMA accepts MasterCard, Visa, American Express, Discover, and personal/company checks. Registration deadline is **February 28, 2017** (5:00 PM ET). If registration not received by **March 3, 2017** (5:00 PM ET), you must register on site. Space is limited; please plan accordingly. For planning purposes, please contact the **Len Piropato** if you intend to register onsite. Each individual must complete a separate registration form along with payment.

Cancellations, Substitutions, and Requests for Refunds

All cancellations, substitutions, and requests for refunds must be submitted in writing. Registrants who are unable to attend the training must e-mail their substitution, cancellation or refund request to the attention of **Len Piropato** at **len.piropato@raytheon.com**, on or before **March 3, 2017** (5:00 PM ET). A \$25 administrative fee will be applied to all cancellations received before **March 3, 2017** (5:00 PM ET). No refunds will be issued for cancellations received after **March 3** (5:00 PM ET). Refunds will not be issued for no-shows. Additional inquiries, contact **Len Piropato** at **len.piropato@raytheon.com**.