



EDUCATION SEMINAR

OVERVIEW OF THE CCDC/ CCA Document

The GVCA is offering 3 courses for our members that will cover "The Complete set of CCDC Documents". Over the course of the 3 sessions the CCDC, and CCA guides and documents will be covered. These three sessions will be of great benefit to anyone who works with contract documents. CCA has provided valuable best practice guides that will aid you in your business. The GVCA sells all CCA & CCDC documents. Some of these documents are of no charge to our members.

December 11th: CCDC # 23. This is A Guide to Calling Bids and Awarding Contracts. The guide is a recommended "best practices" for procuring construction services by means of a competitive bidding process. It focuses on the "lowest bid" selection method.

January 9th: CCA guides. These guides include the banking guide, Guide to improving cash flow. Guide on standard contracting & bidding, and guides to the use of CCDC contracts

Feb 12th: The use of Standard Documents. All members are encouraged to use the standard documents. This session will bring to your attention the various clauses in the documents, and help you identify where documents have been altered. **KNOW WHAT YOU ARE AGREEING TO BEFORE SIGNING!**

All sessions will be held at the GVCA from 3.00-5.00 pm. The Member pricing for the courses are \$25.00/ person/ session or \$70.00 for all 3 sessions. The Non-Member pricing for the courses are \$35.00/ person/ session or \$100.00 for all 3 sessions plus tax. This will also include a copy of all the documents that are being presented.

Space is limited, so please register early

Registration Form

Company Name: _____ **Contact:** _____

Phone #: _____ **Fax/ Email:** _____

Names of People Attending:

PAYMENT BY



OR



OR Cheque Enclosed

Card Number _____ Expiry Date ____/____

Cardholder Name _____

Authorized Signature _____

The cardholder agrees to pay the issuer of the charge card the amount in accordance with the cardholder's agreement.

Course Attending:

- Dec 11th
- Jan 9th
- Feb 12th
- ALL 3

Attending: _____

X \$ _____

X 6% GST
GST#R107447609 _____

Total Enclosed: \$ _____



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