

QUOTE FOR SERVICES

Training Details

Name of training: Mountain View Whisman School District (Preschool Program) – *Meaningful Observation Teacher Training.*

Date: Monday, August 7, 2023. 8 am – 4 pm

Agency contact person and contact information for the day of the training:

Name: Terri Kemper tkemper@mvwsd.org

Phone: 650 526 3533 Cell Phone:...

Special Instructions: *Please allow the trainer access to set up the room the afternoon prior or one hour before the training starts with the projector system for the PPT and table materials*

Training location: MVWSD Preschool Program, 1850 Latham Street, Mountain View CA 94041 *(See facility requirements on page two) Please let us know if a specific bldg. or room #.*

Shipping address (if different from training location): ...

Please note: If training materials are shipped to a different location, the agency is responsible for transporting the materials to the training room.

Number of participants: 25 (up to 30 allowed.)

Please note: The agency will be billed, and materials will be prepared, based on the number of participants listed in this confirmation letter.

Cost: \$3,000.00

Payment type: Professional Services Agreement, billing invoice.

WestEd requires payment one week prior to the training date.

Trainer and contact information: Johana Cabeza

jcabeza@wested.org 626 673 1457

WestEd will provide a notification if the trainer changes.

Feel free to contact me with any questions.

Thank you,

Matt Caetano
WestEd, Center For Child and Family Studies
333 North Lantana Street, Ste. 277
Camarillo, Ca 93010
Dir. Line: [805 465-4439](tel:8054654439)
Phone: [800 770-6339](tel:8007706339)
Fax: [805 465 4444](tel:8054654444)

Tables may be set up with 5 or 7 people per table.

In addition to the training tables, please provide the following:

- Sign in table set up by the door
- Extra table set up close to the projection table (for display)

See Example:
7 per table

