OPERATOR TRAINING AND CERTIFICATION UNIT (OTCU)
DRINKING WATER & ENVIRONMENTAL HEALTH SECTION
RESOURCE MANAGEMENT DIVISION
DEPARTMENT OF ENVIRONMENTAL QUALITY

REQUEST TO PURCHASE DEQ-OTCU TRAINING MANUALS

This information is necessary under authority of Act 399, P.A. 1976 or Act 451, P.A. 1994, as amended, in order to obtain training manuals

SECTION ONE: REQUESTOR INFORMATION

Name & Organization: _____

Street Address (no PO Box): _____

City_____ State_____ Zip Code_____

SECTION TWO: DESCRIPTION OF MANUALS

QUANTITY	**Manuals**	PRICE
_____	Laboratory Manual for WWTP Operators	$40.00 + $2.40 tax ea. = _____
_____	WW Lagoon Operator Training Manual	$40.00 + $2.40 tax ea. = _____
_____	Chemistry Manual for Operators, by Fountain	$15.00 + $0.90 tax ea. = _____
_____	Mathematics Manual for Operators, by Way	$15.00 + $0.90 tax ea. = _____
_____	Hydraulics Manual for Operators, by Brown	$15.00 + $0.90 tax ea. = _____
_____	Water Distribution & Limited Chemical Treatment Review Manual	$20.00 + $1.20 tax ea. = _____

Total Enclosed $_____

NOTE: If claiming tax exemption, a tax exempt form must be attached. To obtain Form 3372, Michigan Sales and Use Tax Certificate of Exemption, go to the Michigan Department of Treasury website: http://www.michigan.gov/treasury

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SECTION THREE: INSTRUCTIONS FOR MANUAL REQUEST

PLEASE COMPLETE THE ABOVE INFORMATION. **ENCLOSE THIS REQUEST FORM** WITH A CHECK OR MONEY ORDER PAYABLE TO: **STATE OF MICHIGAN** AND RETURN TO:

CASHIER'S OFFICE
DEPARTMENT OF ENVIRONMENTAL QUALITY
PO BOX 30657
LANSING, MI 48909-8157

UPON RECEIPT OF REMITTANCE THE OPERATOR TRAINING UNIT WILL FORWARD YOUR REQUEST.
QUESTIONS? PLEASE CONTACT: Operator Training and Certification Unit @ 517-241-7199

Please Do Not Write Below - For DEQ Cashier's Use Only: OTCT (Taxable)
OTCN (Non-Taxable