



Don't miss the opportunity to visit three new facilities!

A basic nuts and bolts seminar on important concepts and strategies that will help you plan your new facility.

This planning seminar will arm you with important information to begin your planning process.

WHO SHOULD ATTEND?

- ◆ Police Chiefs
- ◆ Judges
- ◆ Court Administrators
- ◆ City Managers
- ◆ City Council Members
- ◆ Facilities Managers

WHAT IS DISCUSSED?

This two-day seminar will expose you to the process of planning for a new police or courts facility. It will include discussions led by experienced police facility architects and owner/users of buildings. Tours of small, medium and large Dallas-area facilities are included.

Learn valuable project management details such as:

- ◆ Writing an RFP that helps identify qualified firms.
- ◆ Identifying typical project contracts.
- ◆ Working with an architect. What do they do?
- ◆ Establishing a preliminary size and cost of development.
- ◆ Determining a realistic timeline.
- ◆ Evaluating the pluses and minuses of renovation.
- ◆ Identifying and correcting common planning errors.

How many times have we heard "...*this should be enough money to build a facility*"? Learn how to gain political support for a needs assessment and how to establish a realistic game plan and budget for your department's needs.

Police and Court Facility Planning Seminar

October 6th and 7th , 2010

Dallas Hilton Lincoln Center



DETAILS

The registration fee includes course materials, continental breakfast, lunch, breaks and tour transportation.

Early-Bird: \$150.00 **September 1st**
Regular: \$200.00 **September 27th**

Team Discount

Teams of two or more from the same agency benefit from a tiered percentage discount. This offer is good for both Early-Bird and Regular registration fees. Call for pricing details - (972)960-9970.

Two Easy Ways to Register

1. Fax registration form to (972)960-9751 to hold your place and mail payment to address below.

2. Mail registration form and payment to:
Police and Court Facility Planning Seminar
5000 Quorum Drive, Suite 600
Dallas, Texas 75254

Questions

Contact Keri Pack, Marketing Director
kpack@brinkleysargent.com
(972)960-9970

Confirmations

Confirmation emails will be sent to registered persons two weeks prior to event.

REGISTRATION

Name & Position _____

Agency _____

Address _____

City _____ State _____ Zip _____

Phone _____

Email _____

For hotel reservations, please call the Hilton Lincoln Center at (972) 934-8400 and reference "Police and Court Facility Planning Seminar". Space is limited and room reservations must be made prior to September 10th to receive discount.