



County of Lacombe  
**Lifelong Learning Association**  
Box 5742 (Bay 2, 4730 51<sup>st</sup> Avenue) Lacombe, AB T4L 1X3  
Phone: (403) 782-7955 Fax: (403) 782-9382  
Email: cllla@rttinc.com



Instructor's Course Proposal – Fall 2010 (Sept. – Dec.)

Personal &/or Business Name \_\_\_\_\_

Preferred method of contact \_\_\_\_\_  
(Telephone number/Email address)

Brief description of class:

Preferred date(s) and time for class \_\_\_\_\_  
(ie. Saturday, February 21 – 9am – 12:00pm)

Number of students \_\_\_\_\_ (minimum) \_\_\_\_\_ (maximum)  
(You will be contacted a week before your class is scheduled to be informed of the number of students registered at that time – if we have not met the maximum amount of students we will cancel the class)

All additional costs (room rentals, supplies) are incorporated into the course fees and do not come out of the instructional fees. We also take care of all arrangements for the class (advertising & promotion, location, etc.).

Required fee for instruction \_\_\_\_\_  
(per person or per hour or flat rate)

Additional costs for supplies or materials \$ \_\_\_\_\_

Please return this form (mail, email or fax) to the County of Lacombe Lifelong Learning Association by July 7, 2010.