



Sacramento County Sheriff's Office Training & Education Division

In-Service Training, 1000 River Walk Way, Carmichael CA 95608

(916) 876-7457

Kenneth Royal Range, 12270 Bruceville Road, Elk Grove, CA 95758

(916) 874-1953

COURSE REGISTRATION FORM

Requesting Agency:		Date:
Training Coordinator or Contact Person:	Fax:	
Telephone:	Email:	
Course Title:		
Course Date:		
Outside Agency Address:		
Officers attending: (maximum of four names per registration form) Please include their e-mail address and POST identification number, if available.		
Student Name:	Post ID #:	E-Mail Address:
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

*****PAYMENT AND CANCELLATION POLICY*****

Payment is due by the first day of class. Please make checks payable to SSDTTF and mail to 1000 River Walk Way, Carmichael, CA 95608. We do accept credit card payments, please inquire. This office's cancellation policy requires a two (2) week written notice via email to TrainingCR@sacsheriff.com prior to the class start date. No-shows and those canceling with less than a two week notice will be charged the full tuition fee, if no replacement student is found. NOTE: Classes may be canceled at any time if the minimum enrollment is not attained. You will be notified of any changes.

(For Sacramento County Sheriff's personnel use)	
Confirmed by:	Date:
Comments:	

FOR RESERVATIONS, please complete the top portion of this form and email as an attachment. Please be advised that your registration is not confirmed or canceled until you receive notification from us.

Sacramento Sheriff's Office Training Facility: trainingcr@sacsheriff.com

For course questions, contact the In-Service Office at (916) 876-7457.

Kenneth Royal Firearms Training Facility: ssdrange@sacsheriff.com

For tactical firearms course questions, contact the Range at (916) 874-1953.