



We Permit You to Build

PermitTechNation — 2017 Webinar

How to Become a Permit Technician
Certification Exam Training



Tuesday Aug 15 & Tuesday Aug 22
10:00 am - 5:00 pm Central Time

Name	Email	Phone
City	State	Chapter
Cost: \$100.00 PTN Members		\$150.00 Non-Members
Registration Deadline—August 7, 2017		
PLEASE EMAIL ALL REGISTRATION FORMS REGARDLESS OF PAYMENT METHOD TO: JNewsome@kennesaw-ga.gov		
*Registration/Payments can be made online at www.permittechnation.org —OR—		
By Mail : Brenda Sirkis c/o Windsor Township PO Box 38 West Windsor, NJ 08550		Payment Method: PayPal or Credit Card (indicate email used below) E-mail _____ Check PTN Tax ID # 47-4230376 PPP CEUs Earned— 1.2

This webinar seminar is for anyone preparing for the International Code Council (ICC) Permit Technician Certification Exam. A Permit Technician is generally the first person the customer meets when they enter into a permit department. Therefore, it is so important for this employee to be certified and know all of the proper techniques in dealing with customers and providing the best service possible. By the end of this course, you will have learned the key items of what it takes to successfully run a permit department and how to be-come a professional Permit Technician.

- Project Applications
- Basic Building Concepts
- Permit Issuance and Fees
- Inspections and Certificate of Occupancy
- Public Information and Legal Requirements
- Records Management
- Record Research
- Appeals and Revocations
- Occupancy Use Groups and Types of Construction
- Map Reading
- Performing Calculations and Using of Scales
- Land Use
- Right-of-Way, Utilities and Easements
- Site Plan Review
- How To Take The Exam

ABOUT THE INSTRUCTOR

The instructor, Frank C. Morris, CBO, CEAP, MCP, MCEP, is a noted speaker who has more than 43 years experience in the construction industry as a contractor, building official and consultant. He is still one of the top certified Building Officials in the United States. He has taught for SBCCI and ICC and also provides consulting services to the construction industry.

MATERIALS PROVIDED

Online Seminar (Videos) of actually Two (2) Day Permit Technician Seminar
You will also receive ICC CEU's (1.2 CEU's) for this course since we are a ICC Preferred Provider

WHAT YOU NEED TO BRING

2015 International Building Code
2015 International Zoning Code
Legal Aspects of Code Administration, Copyright 2002
Basic Code Enforcement, 2012