Dear Chief,

 Re: Police Emergency Vehicle Operator Course (EVOC)

As part of our ongoing commitment to driver safety, MIIA will be conducting 3 one-day Emergency Vehicle Operator Courses (EVOC) on October 20th to October 23rd at the Westover Air Reserve Base in Chicopee.

The EVOC course is being offered to your department at no cost. **As class space is limited to 24 participants each day, we can only accommodate 2 officers from each municipality per day.** We anticipate that the classes will fill up very rapidly (as have all our past EVOC courses) therefore; I recommend that you register as soon as possible.

 The course will run from 8: 30 a.m. (breakfast & registration at 8:00 a.m.) until approximately 2:30 p.m. Breakfast and lunch will be provided.

As we anticipate that this program will be in high demand, once you’ve committed to attending the program we ask that you assure that your enrolled officers attend. Please let us know at least 7 days in advance if you are unable to send anyone so that we may make the slot (s) available to another MIIA member.

You may register online via our website at [www.emiia.org-](http://www.emiia.org-" \t "_blank) Click on the button labeled Rewards Seminar Registration at the top right of the home page. Select the month and year, then select your course from the calendar, fill in the registration information and click “register.” You will receive an automatic email acknowledgement through the system as well as a formal confirmation within a few days with directions to the facility. If you have any difficulty with this process please contact Amanda Lorenti at alorenti@mma.org or (617) 426-7272 (275) and she will be happy to walk you through it.

**Please fill out the registration form that is attached. No Officer will be allowed on the base without this form being filled out completely. The deadline for registration is September 22, 2015. No registration or changes will be accepted after this date.**

 We will make every effort to accommodate your choices.

 **You must provide your own police cruiser for this training. Directions with your email confirmation will be provided.**

**Only registered attendees will be permitted into the course**. If you have registered online and have not received a confirmation within 24 hours, please contact Amanda Lorenti at 617-426-7272 x 275 or **alorenti@mma.org.**

 **Program will be conducted rain or shine.**

I look forward to your department’s participation in this program.

Very Truly Yours,

Jeffrey J. Siena