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December 2, 2016

Dear Board Members, School Owners & Instructors,

DL Roope Administrations Inc. is pleased to invite you to attend the National Interstate Council of State Boards of Cosmetology (NIC) Examination Overview Program.

- **Date:** Wednesday, January 25, 2017
- **Time:** 10:00 AM – 2:00 PM approximately
- **Location:** Wake Technical Community College
Student Services (SSB on attached campus map)
Upstairs Conference Room 213 - 215
9101 Fayetteville Road
Raleigh, NC 27603

This program is extremely beneficial for all school owners and instructors. There is no charge to attend, please RSVP by filling out below the number of attendees and the number of vehicles that will need parking. We encourage Instructors to please car pool if possible. Please e-mail the list of attendees from your school to Vicki@dlroope.com or fax to 1-207-848-5511 by January 20, 2017. On January 23, 2017 parking instructions will be e-mailed to all that have responded as it is necessary for the college to know in advance the number of parking spaces needed. A map of the campus is attached.

Certificates of attendance will be presented to everyone that attends.

School Name _____

_____ **Number of school owners and instructors that will attend. Please print legibly or type the names of all participants:**

Printed Name: _____ Printed Name: _____

Printed Name: _____ Printed Name: _____

Printed Name: _____ Printed Name: _____

_____ **Number of parking instructions needed. Please carpool if possible.**

E-mail address to send parking instructions to: _____ @ _____

If you have any questions or concerns, don't hesitate to call our office at 1-888-375-2020 or send me an e-mail at Deborah@DLRoope.com.

Sincerely,

Deborah L. Roope

Deborah L. Roope

cc: Lynda Elliott ~ Executive Director ~ North Carolina Board of Cosmetic Art Examiners

att: Campus Map