

Registration, Cancellation and Refund Policies

- Attendance is mandatory for all classes offered.
- A government issued identification card must be presented at the time of registration to receive a Food Handler Card.
- Due to limited seating, **only registered students for the Food Handler's classes will be admitted.**
- **All cancellations must be received at least two (2) hours before the start of the class.** Cancellations must be received by one (1) of the following methods:
 - Telephone (757) 382-8672,
 - In writing via fax (757) 382-8713
 - By email: ChdEnvHlth@vdh.virginia.gov
- CANCELLATIONS MAY ELECT TO ATTEND THE NEXT AVAILABLE CLASS, however, MUST provide receipt for the class not attended.



- **REFUNDS:** No refunds are offered for the Food Handler's Classes.

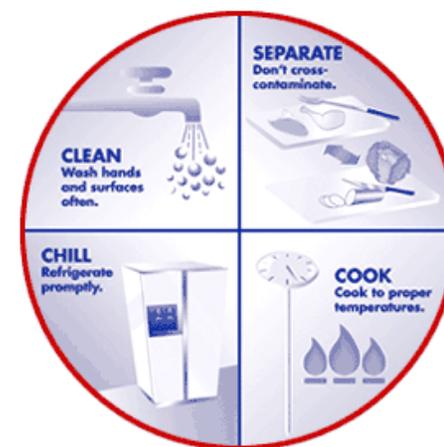
2016

Chesapeake Health Department Food Handler's Classes



Protecting the Public through education

**Practice Food Safety
First !!**



Chesapeake Health Department
748 Battlefield Blvd., North
Chesapeake, VA 23320-4941

Tel: 757-382-8672

Fax: 757-382-8713



Food Handlers Class
Pre-registration IS required

Approximately two (2) hours of Basic Food Safety Education for food service employees and anyone interested in learning the concepts of food safety. **The Food Handlers card is valid for two (2) years.**

COST: \$10

<u>Month</u>	<u>9 -11:00 a.m.</u>	<u>2:30-4:30 p.m.</u>
JAN	7	21
FEB	4	18
MAR	3	17
APR	7	21
MAY	5	19
JUN	2	16
JUL	7	21
AUG	4	18
SEP	1	15
OCT	6	20
NOV	3	17

Registration Requirements

- **Advance Pre-registration is required**
- ⇒ **Pre-registration can be done in person, or via telephone up to 24 hours prior to the class date.**
- **Pre-registration may be done by the following methods:**
 - **Anytime in advance up until 15 minutes before the class time.**
 - ⇒ **Walk-ins (day-of-class) are welcome but must complete registration process 15 minutes before the class begins.**
 - ◆ **Walk-in registration hours are: 8:15 -8:45 a.m. for the 9:00 a.m. class**
 - ◆ **Walk-in registration hours are: 1:45-2:15 p.m. for the 2:30 p.m. class.**
- **Accepted methods of payment: Cash, Check or Charge Card.**
- **Registration payments and receipts must be done on the first floor at the cashier register.**
- **All classes start promptly at the scheduled times.**

Registration Form

FOOD HANDLERS CLASS

Cost: \$10

PLEASE PRINT

Date of Class: _____

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Employer: _____

Contact telephone number: _____