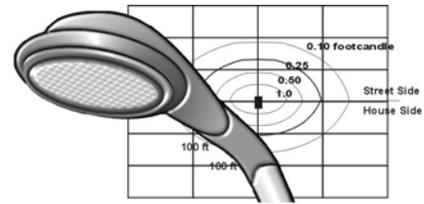


# ROADWAY LIGHTING DESIGN

May 12<sup>th</sup> – 13<sup>th</sup>, 2010



## Mn/DOT Course

**Description:** This two-day Roadway Lighting Design course will enable the participants to obtain a basic understanding of the fundamental concepts and Mn/DOT standard practices of the design of roadway lighting systems within the State of Minnesota. Participants will develop a roadway lighting design plan from the preliminary stage to letting point. Participants will receive a comprehensive Mn/DOT Roadway Lighting Design Manual which will serve as a stand-alone lighting design reference.

**Audience:** State, county, city, consultant and power company personnel involved with roadway lighting.

**Instructor:** John Albeck and Jeff Gerken of Albeck Gerken Traffic Consulting.

**Date:** May 12 - 13, 2010 (registration at 7:45... Course from 8:00 am to 4:00 pm each day)

**Location:** Mn/DOT - Arden Hills Training Center  
1900 West County Road I – Room 10  
Arden Hills, MN 55126

**Course Fee:** \$50 per participant, Fee includes materials, lunch and refreshments.

**Lodging:** Motel arrangements must be booked on your own.

**General information:** Class size is limited to 30 people  
Questions about the course – Phil Stohr/ 651-234-7090 or [phil.stohr@state.mn.us](mailto:phil.stohr@state.mn.us)  
Questions about registration – Leah Nielsen 651-366-3027 or [leah.nielsen@state.mn.us](mailto:leah.nielsen@state.mn.us)

### Registration Procedures:

#### Non-Mn/DOT registrants

- Obtain supervisory approval before registration.
- Send one registration form for each applicant. Rank applicants if sending more than one person.
- Registration forms and payment must be received no later than **MONDAY, April 26, 2010**
- Send completed registration forms with payment to:  
Leah Nielson  
Minnesota Department of Transportation - MS 635  
395 John Ireland Boulevard  
St. Paul, Minnesota 55155
- Class size is limited, so early registration is recommended.

#### Mn/DOT registrants

- Obtain supervisor's approval before registration
- Register through your EDS no later than **MONDAY, April 26th, 2010**
- EDSs – Please use ECMS to wait list registrants in priority order; add PV Transaction information

### Confirmations:

- Confirmations will be sent to paid registrants after the April 26<sup>th</sup> deadline
- Class size is limited, so early registration is recommended
- **YOU ARE NOT REGISTERED UNTIL CONFIRMATIONS ARE SENT**

### Cancellation Procedures:

- Cancellations must be made in writing 5 working days prior to the start of class
- Mail written cancellations to:  
Leah Nielsen  
Minnesota Department of Transportation - MS 635  
395 John Ireland Boulevard  
St. Paul, Minnesota 55155
- E-mail written cancellations to: [leah.nielsen@state.mn.us](mailto:leah.nielsen@state.mn.us)
- Enrollee's agency will be charged full price for late cancellations and no shows

Please return one registration form for each employee

Name: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

*Agencies sending more than one person should rank them (#1 indicates the first choice, etc.) We are trying to accommodate as many agencies as possible.*

Agency Ranking: \_\_\_\_ of \_\_\_\_

Contact person: \_\_\_\_\_

Phone: \_\_\_\_\_

Supervisor's Approval: \_\_\_\_\_

**Payment Method:** (Please check one)

**CHECK** (\$50 per person)  
Check Number: \_\_\_\_\_  
Date: \_\_\_\_\_  
(payable to "Commissioner of Transportation")

**Interagency Payment (GFS)**  
PV / Transaction No: \_\_\_\_\_  
Transaction Date: \_\_\_\_\_

**GFS Information:**

Agency: T79    Activity: 0600    Job: T07001

Fund No. 200    Approp.: 023

Org No. 8405    Rev/Source: 8700/060

Invoice No. must read:

**"Rdwy Lighting Design / registrant's name"**