

# John E. Reid and Associates, Inc.

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Established 1947  
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19 August 2008

Inv. Robert Gioscio  
Mercer County Police Academy  
1200 Old Trenton Road Rm#ET206  
West Windsor, NJ 08690

Dear Bob

This letter is to confirm that John E. Reid and Associates, Inc. will present our three-day training program, **Street Crimes Seminar**, at designated training facility on the dates of 1, 2 & 3 June 2009. The fee for the seminar is \$395 per person, based on a minimum of 30 participants attending the program. As the hosting agencies you will receive one free seat for every ten paying participants that attend the seminar. In addition your department can purchase additional seats at the reduced price of \$295 per person.

The fee covers all of our costs for the instructor's airfare, hotel, course outline manuals, brochures, and advertisements and certificates of course completion. The Mercer County Police Academy will be responsible for promoting the training seminar, maintaining a registration list, providing the appropriate classroom and the necessary audiovisual equipment. We will be responsible for taking registrations, invoicing and the collection of registration fees. Have attendees make out check, purchase order, voucher etc. to John E. Reid & Associates. They can either mail it in or bring it and give it to the instructor at the time of the training. Make up a registration sheet of everyone that signs up; we will fax a copy of every registration we take to you. Any questions or concerns in regards to the above please contact me.

We will advertise the seminar on our web site, [www.reid.com](http://www.reid.com). In addition we advertise on [police.training.net](http://police.training.net) and in several police publications. We mail a flyer to every law enforcement agency in your area informing them of the training coming to your location. We will send 25 flyers and two posters to you so you can get the word out on the training in your area. We will be happy to work with you to obtain the goal of at least 30 participants.

We look forward to bringing this great seminar to the Mercer County Police Academy.

Sincerely,

***Daniel Sampila / Coordinator  
Street Crimes Program  
1-800-275-4915***