

Participants will be selected based on availability and consideration will be based on the above information and the needs of the branch. Once selected, participants will be notified they have been selected and will be provided with further details and payment deadline information.

The cost of attending this training will be the branch/participant's responsibility.

The NALC has secured a rate of \$292.40 (single occupancy) or \$432.04 (double occupancy), per day, based on a five-night stay at the Maritime Conference Center for 2026. This includes a room, all meals, and refreshments during breaks. The total cost of this training (for 5 nights) is \$1,462.00 (single) or \$2,160.20 (double). The double occupancy rate breaks down to \$216.02 per person per night.

Please do not make travel arrangements until you are officially notified that you have been selected to attend the Informal Step A Training Class.

(Please select a preference): ☐ **March 15-20, 2026** ☐ **September 20-25, 2026**

Are you applying together with someone else from your branch?

☐ YES ☐ NO

If you answered Yes to the previous question, and both are selected, are you planning to share a room?

☐ YES ☐ NO

If you are planning to share a room, please provide the name of other applicant.

If you are not selected for the March 15-20, 2026, class, would you like to be considered for the September 20-25, 2026, class?

☐ YES ☐ NO

I certify that I meet the above-referenced criteria needed to attend this training program.

Applicant's Signature _____

Mail completed form to: National Association of Letter Carriers
Attn: Informal Step A Training Class
100 Indiana Ave. NW
Washington, DC 20001-2144