Dear Participant:

Thank you for choosing this program to meet your needs for a driver intervention program. This letter is to provide you with the information you need for this program.

**REGISTRATION**

All participants must complete a registration form prior to entrance into the driver intervention program. Payment for the program **must** be received the Friday before the program date. Mail your registration and payment to:

New Dawn Counseling Services, CO.
P.O. Box 1980
Wapakoneta, Ohio 45895

Program Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Check in: Thursday @ appointed time. Registration begins at 5:30 PM You must arrive by 7:00 PM.

Check out: Sunday @ 4:30 PM

Location: Best Western, 1008 Lunar Dr., Wapakoneta, Ohio 45895

Registration $50 (nonrefundable)

Cost: Shared Room: $425
Private Room: $625

Payment may be mailed to the address above or paid over the phone @ (419) 905-7805. Your payment must be received the Friday before the program date. (Disregard if your payment has already been received) CC payments have 3% processing fee

Meals: Meals are catered into the hotel at no additional cost to the client. Breakfast is provided by the hotel. If you have any food aversions/allergies, please make sure to tell the staff prior to the date.

 You are permitted to bring snacks and/or drinks to the program. All items MUST be in the original packaging unopened. NO HOMEMADE ITEMS ARE PERMITTED INTO THE PROGRAM! There is not a meal provided on Thursday, please make sure you eat prior to arriving at the hotel.

 NO FOOD IS PERMITTED TO BE ORDERED OR DELIVERED TO THE HOTEL

Rescheduling: After registration, you may reschedule your program if needed.

Cancellation: If you should need to cancel your registration you may do so, the registration fee is nonrefundable. The remainder of your cost that has been paid will be mailed to you within 5 business days.

No Show: Failure to attend the program without notice will result in forfeiture of the cost paid.

Once you have successfully completed the Driver Intervention Program a completion report will be sent to your referral source. Unless you sign a release of information for your referral source, no information can be given to the referral source. A release of information MUST be completed.

If you consume nicotine products: cigarettes, chew or vapes, please bring enough for the weekend. Your product must be in the original packaging. No opened vape juice will be allowed. All nicotine products must be reported at the beginning of the program and inspected by the program director.

Private rooms are available on request, only 2 private rooms are available at each program. Each participant will share a room if a private room is not requested and paid for. If you are interested in a private room, there is an additional charge of $200.

The weekend will involve classwork, group work and individual sessions. The program is designed to educate you and teach other options to drinking/drugging and driving. The staff is dedicated to bringing the best quality program to the client.

Thank you for choosing this driver intervention program for your current need. If you have additional questions, please do not hesitate to contact us at the phone number above.

 Sincerely,

 Driver Intervention Program Director

 Julie Clay LICDC

Best Western

Apollo Drive

I-75

Exit 111