



APPRENTICESHIP COMMITTEE

Reply to: Charlie Day, Apprenticeship Program Coordinator ~ 6387 Danner Drive ~ Sarasota, Florida 34240
Phone: (941) 915-6319 Fax: (941) 342-6299 E-mail: vbigac2000@cs.com

June 26, 2018

Dear Colleague:

It is that time of year for recruiting **appropriate** candidates for the **MACCA** Air Conditioning Apprenticeship Program. We need your support to insure having a full and enthusiastic class this year! We have openings for 15-20 candidates for the first-year class.

We are distributing this letter with attachments for your urgent consideration. Attached is a *Sponsor Form*, one for each **firm**, and an *Application Form*, one for **each candidate**. Kindly copy if you require additional candidate application forms. Following your completion of these forms, attach your enrollment fee check, together with the completed forms and **mail** to **MACCA** at 1532 Highway 41 Bypass S. #144, Venice, FL 34293-1032. Your earliest reply would be greatly appreciated.

Orientation for the 2018-2019 year will be 6:00 P.M. on Monday, August 13, 2018 at Suncoast Technical College, 1748 Beneva Road Sarasota, FL 34233, for **all new and returning apprentices**. Classes, all at Suncoast Technical College, will commence Tuesday, August 15, 2018. Kindly cooperate with your Committee to insure your apprentice(s) will attend the **MANDATORY** orientation meeting. Enrollment for the first-year class will be open until September 6. **No late registrations will be accepted.** An additional letter with the orientation location and details will be distributed in early August to registered candidates in the program and their employers.

This year, as in previous years, we request employers to **carefully** screen and interview their candidates to insure their sincere interest in pursuing this educational apprenticeship. It is a serious and demanding decision. To **not** approach it in that manner will only do an injustice to you the employer, the candidate, the apprentice program as well as the other candidates and their instructors! We urge you to exercise your judgement in sponsoring **appropriate** candidates. Registration fees will need to be paid in full prior to students attending class.

If you need more information or assistance, please call the **MACCA** office at **941-404-3407** or Apprentice Coordinator at **941-915-6319**. Thank you again on behalf of your Apprenticeship Committee for your continued support of our program.

Sincerely,

Charlie Day

Charlie Day, Coordinator
MACCA-GNJ Apprenticeship Program

Attachments (2)

MACCA Mailing Address ~ 1532 U.S. Highway 41 Bypass S. #144, Venice, FL 34293-1032
Phone: 941-404-3407 • Email: info@macca.us