



Dear Pool and Spa Owners:

Chapter 43A of the Dallas City Code requires a ‘Manager of Operations’ certification for a pool/spa. Certificates are renewable every two (2) years. The certification classes are conducted by the Department of Code Compliance.

To register for a class, the enclosed **Manager of Pool Operations-Class Registration Form** must be completed and ***submitted*** to the Department of Code Compliance. Please make sure that you list a class preference date on the form. A registration form must be completed for each person attending the class. You may copy the form if needed. Maximum class size is 40.

Registration is \$40.00 per person for city of Dallas residents; and \$60.00 per person for non-residents. Submit your class registration form along with your check or money order, made payable to the City of Dallas. Payment must be made in person or mailed to **Special Collections Division** at 1500 Marilla St., Suite 2DS, Dallas, Texas 75201. Payment will not be accepted at class. Registration payments are **non-refundable**. *To cancel or substitute a class, Code Compliance staff must be notified by phone at (214) 671-8262 or (214) 671-9392 at least 48 hours prior to class date. Failure to do so will result in payment forfeiture.*

Class instruction will be in Spanish on designated dates.
All students are required to bring a DPD pool test kit, calculator, and a pencil/pen.
Class will begin at 8:30 a.m. – 4:30 p.m.

CLASS SCHEDULE

Hampton Illinois Library 2951 South Hampton Road Dallas, Texas 75224 (214)670-7646 / Mapsco 53V		Thurgood Marshall Recreation Center 5150 Mark Trail Dallas, TX 75232 (214)670-1928 / Mapsco 66M	
January 10 th , 2012	March 13 th , 2012	November 6 th , 2012	October 9 th , 2012
January 26th, 2012 (Spanish)	March 22nd, 2012 (Spanish)	November 15th, 2012 (Spanish)	
February 7 th , 2012	March 27 th , 2012	December 6 th , 2012	
February 16th, 2012 (Spanish)	April 10 th , 2012	December 13th (Spanish)	
February 28 th , 2012	April 19th, 2012 (Spanish)	September 11 th , 2012	
	April 24 th , 2012	September 20th, 2012 (Spanish)	
	May 8 th , 2012	September 25 th , 2012	
	May 17th, 2012 (Spanish)		
	May 22 nd , 2012		

**Code Compliance Services
7901 Goforth
Dallas, Texas 75238
(214)670-8083 / Mapsco 27T**

June 5th, 2012	July 10th, 2012
June 14th, 2012 (Spanish)	July 19th, 2012 (Spanish)
June 19th, 2012	July 24th, 2012
	August 7th, 2012
	August 16th, 2012 (Spanish)
	August 21st, 2012

Should you need additional information, please contact
Code Compliance, Multi-Tenant Inspection/Pool Program at (214) 671-8262
If your certification expires at anytime in 2011/2012, you must attend one of these classes.