

ADMINISTRATOR REGISTRATION INFORMATION

Per Moose International, Lodge Administrators must attend an Administrator School for training within a three year period. A pre-requisite is that the Administrator must attend a 2 day Hands On Technical Training (HOTT) class before he can attend the Administrator School.

Florida is trying to make registration easier by having the Administrator registration form available on the FBMA website for your use. The HOTT class can be scheduled for attendance as long as it is before the date scheduled for the Administrator School so Moose International can ensure HOTT attendance.

The HOTT registration form is also available on our Florida website.

The Administrator School is a 3 day session with a fee of \$75.00 which covers a packet from Moose International and refreshments each day. We have reduced the cost of this class in an attempt to increase participation. We are encouraging Treasurers and Administrative Assistants to also take this class, however all are welcome. The FBMA will have computers available for one on one training purposes as needed or as you desire.

We plan to establish classes in areas as we identify a need.

The classes scheduled will be placed on the Moose International and FBMA websites.

If you have any questions please email lcundiff@mooseintl.org .