

February 22, 2017

**GMD Public Portal - E-Permitting Training Classes**

The Growth Management Department is pleased to announce the spring schedule for E-Permitting training classes. This year we are offering training for both permit applicants ready to begin using our E-Permitting/Electronic Plan Review process and applicants who need a refresher on some or all E-Permitting features of the GMD Public Portal.

Training modules have been updated and cover specific topics such as portal registration, uploading documents, and resubmittals/corrections. This modular approach will give us more flexibility in tailoring training sessions to meet customer needs. We expect to have sessions for Building Permit applicants new to E-Permitting, Planning Permit applicants new to E-Permitting, and refresher training for both. Every effort will be made to group attendees by the type of training requested. Because the training classes are hands-on, we are limited to 20 participants per session. The presentations will generally last 45 minutes, but staff will be available for assistance from 9:00-12:00 for the morning sessions and 1:00-4:00 in the afternoon.

The training classes will be held:

**March 20, 22, 24, 28, 29 & 30, 2017**  
**Morning Sessions will begin at 9:00 am**  
**Afternoon Sessions will begin at 1:00 pm**

Collier County Growth Management Division  
2800 North Horseshoe Drive  
Naples, Florida 34104  
Conference Room 610

**Please RSVP by Wednesday, March 10, 2017**

To RSVP, please contact our Training Coordinator, Danny Condomina, at [DannyCondomina@colliergov.net](mailto:DannyCondomina@colliergov.net) or 239-252-6866. Please provide the type of training you are requesting and preferred dates along with a call back number.

We are excited and look forward to seeing you at the training, but if you are unable to join us for a hands-on session we will also be posting the training documents and videos on the Colliergov.net website.