-This exam meets the State of Maine requirement. Certification is valid for 5 years.
-Exam dates: Jan 7, Feb 4, Mar 3, Apr 7, May 5, Jun 2, Jul 7, Aug 4, Sep 15, Oct 6, Nov 3, Dec 1
-The exam is held at 10:00 am in Room 24, basement level of Portland City Hall.
-Upon registering, you’ll receive the book and practice test. Park for free at the Elm Street Parking Garage (across from the library). Bring the ticket to be validated.
-Success on the exam requires reading the entire book, completing the practice quizzes and the study questions in each chapter.
-Photo identification with a signature (e.g. driver’s license) is required to take the exam. Please don’t forget.
-The exam is available in Spanish, Chinese, French, Japanese, and Korean upon request. If you need an interpreter, please call 874-8772 asap. ServSafe needs to approve your interpreter at least 10 days before the exam. This service is at your expense.

Participant Name (s) __________________________________________________________

E mail Address ________________________________________________________________

Mailing Address _______________________________________________________________

Date of Class: ___/___/_____ Phone # ________________________________

Number of Students attending ____ multiplied by the Option Price $$ = Amount enclosed $______.
Option #1: Book, Exam ($80) Option #2: Exam only ($45).

You may pick up the class text book or we can mail it. Please circle one: PICK UP or MAIL.

Please make checks payable to: City of Portland. You may also pay via credit card in room 307 of City Hall or by phone 207-874-8557. Please do not send cash. No registrations will be accepted on the day of the class.

Send this registration and payment to:
City of Portland
Permitting and Inspections Dept., Rm 307
389 Congress St.
Portland, Maine 04101
If registering by mail and paying with a credit card, the following information is required:

A "Convenience Fee" of 2.65% ($3.00 Minimum) will be assessed on credit card payments.

Print Name on Credit Card ______________________ Signature____________________

CC#____________________________ Exp. Date_________________ CID#________
If you would prefer online training you can purchase the course at www.servsafe.com and study at your own pace.

Follow these steps to access the online course:

1. Create new user profile
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4. Scroll down to “Online Course” and click “Buy Now”
5. Scroll down to Servsafe Manager Online Course for $125.00 and click “Add to Cart”
6. A notice will appear that you will need a proctor in order to take the exam. You can schedule to take the exam by calling 756-8365.

7. View Cart
8. Check Out.

Your access code will be valid for 1 year from date of purchase.

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ServSafe Manager Online Exam

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