SERVSAFE ONLINE TRAINING & EXAM

-This exam meets the State of Maine requirement. Certification is valid for 5 years.
- Exam dates: **Jan 8, Feb 5, Mar 5, Apr 9, May 7, Jun 4, Jul 9, Aug 6, Sep 10, Oct 8, Nov 5, Dec 10**
-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#**_____

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- 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

- 2. Click "Start training today"

- 3. Under Servsafe Food Manager click "Learn More"

- 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.

- Once started you will have 90 days to complete the course.

ServSafe Manager Online Exam

You can purchase an online exam voucher at www.servsafe.com

Follow steps 1-3 above and then:

1. Scroll down to ServSafe Manager Online Voucher for $36.00 and click "Add to Cart"

2. View Cart

3. Check Out.

4. Call 756-8365 to schedule online exam with a proctor.