About Custom Fit

Custom Fit Training is a state-legislated program designed to increase economic development through training to all for-profit businesses in the state of Utah. There are 11 regional offices serving businesses throughout the state of Utah.

Custom Fit will help assess training needs, procure and/or facilitate training and help pay for up to 50% of approved training costs! Businesses that take advantage of customized training strengthen their business by increasing skills, efficiency and employee loyalty.

Examples of areas where Custom Fit Training has helped improve local companies:

- Entrepreneurship
- Quickbooks
- Wilderness First Responder
- Marketing
- Auto Mechanics
- Python Programming
- CPR/First Aid
- Food Handlers
- Whitewater Rescue
- Leadership Training
- Financial Management
- Customer Service

Grand County: nara.bopp@usu.edu
(435) 248-2362

Carbon and Emery Counties: connie.dyreng@usu.edu
(435) 613-5440

San Juan County: heidi.swenson@usu.edu
(435) 678-8115
To qualify for Custom Fit funds you must be a for-profit company located in Carbon, Emery, Grand or San Juan County. If you’re unsure whether or not you qualify, call your local Custom Fit Representative.

**Meet with Custom Fit Training Representative**

1. Complete Company Profile
2. File IRS W-9 (done only once)
3. Assess Training Needs
4. Select training

**Schedule Training**

1. Complete and submit Anticipated Training form
2. Receive and sign Training Agreement from CFT Rep
3. Return Signed Training Agreement to CFT Rep for approval
4. After receiving your copy of the approved Training Agreement, schedule training

**Receive/Attend Training**

1. Complete your scheduled training
2. Make sure to have proof of attendance/completion of your training

**Custom Fit Reimbursement**

1. Submit proof of payment to CFT Rep
2. Submit proof of attendance/completion to CFT Rep
3. Custom Fit will process your reimbursement. If any more information is needed, your CFT Rep will contact you

**Contact Information**

**Grand County:**
nara.bopp@usu.edu
(435) 248-2362

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Let’s get started!

This Company Profile only needs to be completed one time and must be completed before requesting Custom Fit funds. Please note: all businesses using Custom Fit must have a W-9 form on file with USU Eastern. The form can be found on the IRS website @utah.gov

Please fill out the section below and return to your local Custom Fit Representative:

<table>
<thead>
<tr>
<th>Company Information</th>
<th></th>
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<tbody>
<tr>
<td>Company Name:</td>
<td>Contact Name:</td>
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<tr>
<td>E-mail Address:</td>
<td>Fax Number:</td>
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<tr>
<td>Street Address:</td>
<td>Work Phone/Cell Phone:</td>
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<tr>
<td>Mailing Address:</td>
<td>City</td>
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Describe your business:

How did you hear about Custom Fit?

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Instructions

The anticipated training form is for use on all trainings. Please use this form for each anticipated training using Custom Fit Funding. Please fill out the section below as thoroughly as possible and return to your local Custom Fit Representative at least 3 days before the first day of your training in order to be approved and qualify. Also, attach course information or it can not be approved!

<table>
<thead>
<tr>
<th>Your Company Name:</th>
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<tr>
<th>Title of Training:</th>
<th>Instructor:</th>
<th>Location:</th>
<th>Quoted Cost:</th>
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<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
<th>Start Time</th>
<th>End Time</th>
<th>Total Training Hours</th>
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Which area of business do you hope the above training will improve? Circle ONE

☐ Growth       ☐ Productivity       ☐ Competitive Edge

Please list each person from your company who will be attending this training:

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<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Last 4 of Social</th>
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