



**REGISTRATION FORM**

COURSE LOCATION: HUNTSVILLE, AL

COURSE DATES: DECEMBER 12-14, 2017

COURSE TIMES: 0800-1600

COURSE FEE: \$295.00

AGENCY NAME: \_\_\_\_\_

INDIVIDUAL RESPONSIBLE FOR REGISTRATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

ATTENDEES NAME: \_\_\_\_\_

ATTENDEES NAME: \_\_\_\_\_

ATTENDEES NAME: \_\_\_\_\_

ATTENDEES NAME: \_\_\_\_\_

ATTENDEES NAME: \_\_\_\_\_

METHOD OF PAYMENT: INVOICE \_\_\_\_\_ PAY AT SEMINAR \_\_\_\_\_ PURCHASE ORDER \_\_\_\_\_

CREDIT CARD: NUMBER \_\_\_\_\_

CREDIT CARD EXPIRATION DATE \_\_\_\_\_

CREDIT CARD THREE DIGIT CODE \_\_\_\_\_

A .05 % FEE IS ADDED TO CREDIT CARD PAYMENTS

FAX REGISTRATION TO 1-866-529-6152 ALL PAYMENT INFORMATION IS SECURED

REFUNDS ARE NOT ISSUED ONCE PAYMENT IS MADE BUT CREDITS ARE ISSUED FOR ANY FUTURE TRAINING COURSES SO THE TRAINING FUNDS ARE NOT WASTED. AGENCY NO SHOWS AND CANCELLATIONS WITHIN 5 BUSINESS DAYS PRIOR TO THE SCHEDULED CLASS DATE ARE STILL RESPONSIBLE FOR PAYMENT WHICH CAN BE APPLIED TO FUTURE COURSES. PAYMENT IS DUE AT THE START OF TRAINING UNLESS PRIOR ARRANGEMENTS HAVE BEEN MADE.