

# TRAINING REGISTRATION FORM

Schedule Dates as of 1/19/2012



\*\*\*Check [harddollar.com](http://harddollar.com) regularly for schedule changes\*\*\*

DATE: \_\_\_\_\_ ATTN: TRACIE – Training Coordinator

## COMPANY INFORMATION

Company Name: \_\_\_\_\_ Main Contact Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Main Contact E-mail Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ Main Contact Phone #: \_\_\_\_\_  
 Attendee Name: \_\_\_\_\_ Title: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
 Attendee Name: \_\_\_\_\_ Title: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
 Attendee Name: \_\_\_\_\_ Title: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
 Attendee Name: \_\_\_\_\_ Title: \_\_\_\_\_ E-Mail: \_\_\_\_\_

## REGIONAL TRAINING

Cost: E101 - \$1100 per student E201 - \$1300 per student

Check	Dates	Class	Location	Check	Dates	Class	Location
<input type="checkbox"/>	February 7-8, 2012	E101	Irvine, CA	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	February 9-10, 2012	E201	Irvine, CA	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	TBD	TBD	TBD	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	TBD	TBD	TBD	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	TBD	TBD	TBD	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	TBD	TBD	TBD	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	TBD	TBD	TBD	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	TBD	TBD	TBD	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	TBD	TBD	TBD	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	TBD	TBD	TBD	<input type="checkbox"/>	TBD	TBD	TBD
<input type="checkbox"/>	TBD	TBD	TBD	<input type="checkbox"/>	TBD	TBD	TBD

### ONSITE / CUSTOM TRAINING

<input type="checkbox"/>	2 Days Custom Onsite	
<input type="checkbox"/>	3 Days Custom Onsite	
<input type="checkbox"/>	4 Days Custom Onsite	
<input type="checkbox"/>	5 Days Custom Onsite	

Preferred Dates: \_\_\_\_\_  
 Training Location Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_

### ONLINE TRAINING

Preferred Dates: \_\_\_\_\_

Preferred Time: \_\_\_\_\_ PST MST CST EST

2 Hours  4 Hours  6 Hours  8 Hours  10 Hours  12 Hours

## PAYMENT INFORMATION

Card Type (Circle One): Discover Visa MasterCard AMEX **Payment is due upon receipt to secure seat(s).**

Card Number: \_\_\_\_\_ Card Billing Address: \_\_\_\_\_  
 Card Expiration: \_\_\_\_\_ Card Billing City/State/Zip: \_\_\_\_\_  
 Card Holder Name Printed: \_\_\_\_\_  
 Card Holder Signature: \_\_\_\_\_ \*\*Total Amount Due: \_\_\_\_\_  
 (Plus applicable sales tax)

**Terms & Conditions - Payment is due upon registration; a minimum of 5 working days prior to the training class required.** Class size is limited to 12 attendees.

**Cancellation Policy** – Requests to cancel or reschedule classes that are received 15 business days prior to class start date are eligible for full credit towards future training. Requests to cancel or reschedule classes that are received 6 to 14 business days prior to the class start date are eligible for 50% credit towards future training. If Hard Dollar does not receive cancellation notice a minimum of 5 business days prior to training, the full registration fee will be forfeited. Any credits received must be used within three (3) months of the cancellation date. Note: Classes subject to change or cancellation.

**\*\* Plus travel expenses for the trainer** (airfare, hotel, rental car, meals, etc.). Once the signed registration and dates are received for **ONSITE** classes, Hard Dollar will purchase the most economical airfare, using major commercial airlines, which may result in non-refundable tickets. Because of airline policies, if your company chooses to cancel or reschedule the class after the airfare is purchased, it will be necessary to charge for any non-refundable airfare costs.

*If you prefer that Hard Dollar purchase refundable tickets to avoid possible penalties, please initial here:* \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_  
**SIGN HERE:** \_\_\_\_\_

**FAX to 480-753-9090.**

Internal Use Only	
Rec'd by _____	Date _____
Processed _____	Date _____