



NAHRO Professional Development Registration Form

Registration Information: Registrations received without payment will not be processed. Please print or type your name as it should appear on the certificate. Please make sure the form is completely filled out. Missing information may cause a delay in your registration. Before making hotel or airline reservations, please call NAHRO at 1-877-866-2476 or visit our Web site at www.nahro.org to ensure space. Register up to 30 days before the seminar and pay the early price: after that you pay the regular price. If you register less than five working days before the seminar start date, you will pay the last minute price.

ATTENDEE INFORMATION

Mr./Ms./Mrs. _____

Title _____

Member Number _____

Organization _____

Address _____

City _____

State _____

Zip + Postal Code _____

Telephone _____

Ext. _____

Fax _____

E-mail Address _____

Special Services

Please check here if you or any of the additional attendees require special services. Please attach a written description of your needs.

ADDITIONAL ATTENDEES

Receive 50% off the next seminar for a colleague – savings you could apply toward travel costs. This half price offer is valid for up to four people, good only through December 2010. Enroll now to celebrate the launch of our certification tracks! (Does not apply to exams only.)

Attendee #2 – Pays 50% off the registration fee

Name _____

Title _____

Email _____

Attendee #3 – Pays the full registration fee

Name _____

Title _____

Email _____

Attendee #4 – Pays 50% off the registration fee

Name _____

Title _____

Email _____

COURSE

Seminar they will attend _____

Date/Location _____

PAYMENT

Charge \$ _____ to:

VISA

MasterCard

AMEX

Card # _____

Authorized Signature _____

Exp. Date _____

Check in the amount of \$_____ is enclosed. If paying by check, please fax in a copy of your registration form in advance to reserve your seat.

(Make check payable to NAHRO. Credit card registrations will not be accepted by phone, only by fax or mail.)

Send in Form and Payment -- Registrations must be paid in advance.

By Fax: 202-289-8181 (24 hours a day)

E-mail: professionaldevelopment@nahro.org

By Mail: Return registration form with payment to:

NAHRO PO Box 90487

Washington, DC 20090

Questions? Call toll-free 1-877-866-2476.

Cancellation Information: If your cancellation is received at least 20 business days prior to the start of the course, NAHRO will credit the full tuition amount toward another seminar/exam, which you must attend/take within one year of your cancellation to avoid forfeiting your tuition, or provide you with a full refund (at your option). In the event that you cancel without at least 20 business days notice and do not wish to have your tuition credited towards another seminar/exam (under the terms specified above), a \$75 cancellation fee will be retained from your tuition refund to cover administration costs.

