

EDUCATION REGISTRATION

Duplicate form for multiple registrations

Methods of Instruction

August 15-16, 2012

KAHCF Training Center

Name _____ Position _____

Facility _____

Address _____

City _____ State _____ Zip _____

Fax _____ Email _____

Registration Fee

\$240 KAHCF Member

\$325 Non Member

Payment Method

Check Enclosed

Credit Card (enter information below)

Cardholder's Name _____ Visa _____ MC _____

Credit Card Number _____ Expiration Date _____

Credit Cardholder Address _____

Cardholder Signature _____

Payment and Collection Policy

<p>Members shall pay for conventions or seminars in advance. All registrations must be accompanied by complete payment or a purchase order. Registrations received without payment will not be processed until above conditions are met. If purchase order is used, full payment must be received seven (7) days prior to seminar or convention. Any payment not received prior to the event shall be billed at the non-member rate. All registrations received without payment or purchase order will be invoiced at the time registration is received. If membership dues or any invoices are 90 days in arrears, registration fee for seminar or convention will be charged at the non-member rate unless payment is made in full seven (7) days prior to the seminar or convention.</p> <p>Cancellations must be made in writing and may be faxed or mailed to KAHCF. Cancellations by phone will not be accepted. Cancellations received no later than August 7th will receive a full refund. Cancellations received between August 8th and August 14th will receive a refund of 1/2. Registrants who do not attend or who do not complete the full seminar will not receive a refund unless prior written notice is given to the KAHCF office. Cancellations by phone will not be accepted.</p>

Fax or mail completed registration form and payment by August 7th to:

**KAHCF
9403 Mill Brook Road
Louisville KY 40223
Fax: (502) 425-3431**