

## Control Consultants Inc. Fax Registration Form

This form is the best way for you to reserve your space in the course of your choice. Payment for the course is required to hold your seat.

**Please fax this form to:**

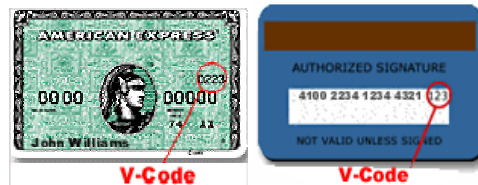
Jessica Bennett Training Coordinator  
 E-mail: [jbennett@controlconsultantsinc.com](mailto:jbennett@controlconsultantsinc.com)  
 Phone: (781) 335-8353  
 Fax: (781) 335-8506

Attendee Name(s)			
Company			
Billing Address (Street, City, State & Zip Code)			
Phone		Fax	
E-Mail			
Course you are registering for:			

**Training Payment Information: (Pre-Payment Mandatory) There will be no invoicing for training. Credit cards and check only accepted for payment for training classes.** (Company checks can be used as payment as long as you fax a copy of the check with your registration form and mail hard copy)

Name on Card*	
Credit Card Type	
Card Number	
Expiration Date	
V Code	

- The V Code for American Express are the 4-digits found on the front of your card.
- The V Code for the Visa and Master Card is found on the back of the card. (see Pictures below)



\*If you wish for the credit card receipt to be mailed to the attention of someone other than the name on the card, please specify: \_\_\_\_\_

### Payment and Refund Information

Payment for class(es) is due in full **before the class start date**. Submittal of this form will reserve your place in the selected class for one week from the submittal date. At that time, a payment in full for the course fee is required to hold your position in the class. Refunds for canceled registration will be assessed a fee of 30% of the full class price. Registration canceled within 7 days of the class start date will not be refunded. Class is limited and registration will be on a first come first serve basis.

**I have read all the information above and agree to all terms and conditions.**

**Signature required** \_\_\_\_\_