



Federal Employment Law Training Group, LLC

FELTG OPEN ENROLLMENT REGISTRATION FORM

To process your registration, please: EMAIL (info@FELTG.com) OR FAX (206-350-2890)

Advanced Employee Relations

August 2-4, 2022

SpringHill Suites - Norfolk, VA

Tuesday, August 2: **Leave and Attendance**

Wednesday, August 3: **Performance Management**

Thursday, August 4: **Misconduct and Other Related Issues**

Early Bird Tuition (register by July 18): 3 days=\$1450 2 days=\$995 1 day=\$530
Standard Tuition (register July 19 – August 4): 3 days=\$1550 2 days=\$1095 1 day=\$630
Rates per registrant and only within same training week.

Method of Payment:

Credit card

Purchasing Document (attach SF-182 or equivalent.)

Pay Now

Pay Later (Credit card payments will be processed 2-3 weeks prior to the training start date if **Pay Now** is not selected.)

Payment information must be submitted for registration to be accepted for processing.

Attendee Name:

Title:

Agency:

Phone:

Attendee Work Address including City/State/ZIP:

Agency Billing Address including City/State/ZIP:

Email:

Credit Card Info Card Number:

Cardholder name:

Ex. Date:

CVV:

Cardholder email:

Cardholder phone:

Purchase document invoices will be submitted on last date of training with net 30 days terms. **Cancellations:** None accepted after July 3, 2022. **NO CANCELLATIONS, REFUNDS OR TRANSFERS** will be accepted for pre-paid training, or after July 3, 2022. No-shows will not be given credit towards future programs. FELTG reserves the right to make agenda modifications, or cancel any session with reasonable notice. **IMPORTANT:** If you do not receive an email confirmation from FELTG within seven days of submission YOU ARE NOT REGISTERED. Call us immediately. Registrations confirmed subject to space availability. Travel arrangements are the responsibility of the attendee.