



Federal Employment Law Training Group, LLC

FELTG OPEN ENROLLMENT REGISTRATION FORM

To process your registration, submit by: EMAIL (info@FELTG.com) or FAX (206-350-2890)

Employee Relations Week

November 15 - 19, 2021

Sheraton Denver West - Denver, CO - 8:30 am - 4:30 pm

Monday, November 15: **Introduction to Employee Relations**

Tuesday, November 16: **Leave Administration**

Wednesday, November 17: **Performance Issues & Introduction to EEO**

Thursday, November 18: **Discipline Issues**

Friday, November 19: **Employee Relations Potpourri**

Early Bird Tuition (register by Nov. 1): 5 days=\$2375 4 days=\$1995 3 days=\$1575 2 days=\$1100 1 day=\$575

Standard Tuition (register Nov. 2-19): 5 days=\$2475 4 days=\$2095 3 days=\$1675 2 days=\$1200 1 day=\$675

Rates per registrant and only within the same training week. No split registrations. **Payment information must be submitted for registration to be accepted.**

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.)

Attendee Name:

Title:

Agency:

Phone:

Address:

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 October 15, 2021. **NO CANCELLATIONS, REFUNDS OR TRANSFERS** will be accepted for pre-paid training, or after October 15, 2021. 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. **Registration must have a method of payment to be accepted for processing.** Travel arrangements are the responsibility of the attendee.