



Federal Employment Law Training Group, LLC

FELTG Virtual Training Institute Registration Form

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

Taking Defensible Disciplinary Actions

June 1-3, 2020 (eastern time)

Monday, June 1: Session 1 – 12:30 - 4:00 (break 2:00-2:30)	Tuesday, June 2: Session 2 – 12:30 - 4:00 (break 2:00-2:30)	Wednesday, June 3: Session 3 – 12:30 - 4:00 (break 2:00-2:30)
The Foundations of Accountability: Discipline and Adverse Actions	Charges and Penalties	Affirmative Defenses and Mixed Cases

Early Bird Tuition (register by May 22): One Day = \$275 Two Days = \$525 Three Days=\$750

Standard Tuition (register May 23 - June 3): One Day = \$325 Two Days = \$575 Three Days=\$795

Rates per registrant and may not be used for groups under any circumstances.

Join as a live session and view through the internet *if permitted by agency firewall/security settings*. FELTG does not guarantee this access is available. Registrant will be provided access to a copy of the materials and dial-in directions. All registrants will receive validation of enrollment from FELTG, and separate confirmation notice from Zoom with a unique link. Access emails can not be shared or forwarded. Retransmission by any means is not permitted. **Registrant will receive a final log-in/dial-in directions reminder email 24 hours before the first session and will not accept sub requests after this email goes out. Check SPAM folders and firewall settings to be sure you do not miss this access information.**

☐ **Pay Now** (Credit card payments will be processed approximately one week prior to the training start date if Pay Now is not selected.)

☐ **Pay Later** (Purchase document invoices will be submitted on last date of training with net 30 days terms.)

Attendee Name:		Title:	
Agency:		Phone:	
Address:			
City / State / ZIP:			
Email:			
Credit Card Info	Card Number:		
Cardholder name:		Ex. Date:	CVV:
Cardholder email:		Cardholder phone:	

Credit card tuition charged approximately 7 days prior to the first session. Early payment is available upon request and waives cancel policies. Cancellations: There are no cancellations through Zoom. You may cancel up to **May 22, 2020** only by calling FELTG at 844.283.3584. **No refunds or credits for no-shows or cancellations made after May 22, 2020.** FELTG reserves the right to modify or cancel programs with reasonable notice. If you do not receive an email validation from FELTG within seven days of submission YOU ARE NOT REGISTERED. Call us immediately. Registrations confirmed subject to availability. FELTG can not verify remote participation.