



# Federal Employment Law Training Group, LLC

## FELTG OPEN ENROLLMENT REGISTRATION FORM

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

### Legal Writing in Federal Sector EEO Cases

September 1-3, 2020

International Student House - Ella Burling Hall - Washington, DC

Tuesday, Sept. 1: **EEO Writing I: The Foundation**

Wednesday, Sept. 2: **EEO Writing II: Neutral Legal Writing**

Thursday, Sept. 3: **EEO Writing III: Persuasive Legal Writing**

**Early Bird Tuition** (register by August 18): 3 days=\$1385 2 days=\$980 1 day=\$540  
**Standard Tuition** (register August 19 - September 3): 3 days=\$1485 2 days=\$1080 1 day=\$640

Rates per registrant and only within same training week.

Method of Payment:  Credit card  Purchasing Document (attach SF-182 or equivalent.)  Check enclosed

**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 August 2, 2020. **NO CANCELLATIONS, REFUNDS OR TRANSFERS** will be accepted for pre-paid training, or after August 2, 2020. 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.