



# Federal Employment Law Training Group, LLC

## FELTG OPEN ENROLLMENT REGISTRATION FORM FOR FAX (206-350-2890) OR EMAIL (info@FELTG.com)

|  |   |  |                                      |
|--|---|--|--------------------------------------|
| <b>Workplace Investigations Week</b>   |   |  |                                      |
| May 13-17, 2019  |   |  |                                      |
| Sheraton Denver West - Denver, CO  |   |  |                                      |
|  | Monday, May 13: <b>Administrative Investigations, The Substantive Basis</b> |  |                                      |
|  | Tuesday, May 14: <b>Harassment Investigations</b>                           |  |                                      |
|  | Wednesday, May 15: <b>Conducting the Investigation, Part I</b>              |  |                                      |
|  | Thursday, May 16: <b>Conducting the Investigation, Part II</b>              |  |                                      |
|  | Friday, May 17: <b>Writing the Investigative Report</b>                     |  |                                      |
| <b>Early Bird Tuition</b> (register by Apr. 29): 5 days=\$2170 4 days=\$1780 3 days=\$1370 2 days=\$970 1 day=\$530<br><b>Standard Tuition</b> (register Apr. 30-May 17): 5 days=\$2270 4 days=\$1880 3 days=\$1470 2 days=\$1070 1 day=\$630<br><small>Rates per registrant and only within the same training week.</small>   |   |  |                                      |
| Method of Payment:   | <input type="radio"/> Credit card   | <input type="radio"/> Purchasing Document (attach SF-182 or equivalent.) | <input type="radio"/> Check enclosed |
| <input type="radio"/> <b>Pay Now</b> <input type="radio"/> <b>Pay Later</b> (Credit card payments will be processed 2-3 weeks prior to the training start date if <b>Pay Now</b> 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:  |                                      |
| <p><b>Purchase document invoices</b> will be submitted on last date of training with net 30 days terms. <b>Cancellations:</b> None accepted after April 13, 2019. <b>NO CANCELLATIONS, REFUNDS OR TRANSFERS</b> will be accepted for pre-paid training, or after April 13, 2019. 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. <b>IMPORTANT:</b> 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. <b>Registration must have a method of payment to be accepted for processing.</b> Travel arrangements are the responsibility of the attendee.</p> |   |  |                                      |