



Federal Employment Law Training Group, LLC

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

Advanced Employee Relations

November 19-21, 2019

1201 Elmwood Park Blvd. - Elmwood, LA

Tuesday, November 19: **Leave and Attendance**

Wednesday, November 20: **Performance Management**

Thursday, November 21: **Misconduct and Other Related Issues**

Early Bird Tuition (register by Nov. 5): 3 days=\$1370 2 days=\$970 1 day=\$530

Standard Tuition (register Nov. 6-Nov. 21): 3 days=\$1470 2 days=\$1070 1 day=\$630

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 October 20, 2019. **NO CANCELLATIONS, REFUNDS OR TRANSFERS** will be accepted for pre-paid training, or after October 20, 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. **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.