



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)

Workplace Investigations Week

August 24-28, 2020 - 12:30 pm – 4:00pm (eastern time)

Break (2:00-2:30)

Monday, August 24: Administrative Investigations: The Substantive Basis

Tuesday, August 25: Harassment Investigations

Wednesday, August 26: Conducting the Investigation, Part I

Thursday, August 27: Conducting the Investigation, Part II

Friday, August 28: Writing the Investigative Report

Early Bird Tuition (register by August 14) One Day=\$295 Two Days=\$580 Three Days=\$860 Four Days=\$1150 Five Days=\$1425

Standard Tuition (register August 15-28): One Day=\$345 Two Days= \$635 Three Days=\$925 Four Days=\$1225 Five Days=\$1495

Rates per registrant and may not be used for groups under any circumstances. No split registrations.

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 or Webex 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. FELTG will not accept sub requests after this time. **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 2-3 weeks 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:	
Agency Billing Address:			
Agency Billing Address City/State/Zip			
Email:			
Credit Card Info	Card Number:		
Cardholder name:		Ex. Date:	CVV:
Cardholder email:		Cardholder phone:	

Credit card tuition charged approximately 2-3 weeks prior to the training start date. Early payment is available and waives cancel policies. Cancellations: There are no cancellations through Zoom or Webex. You may cancel up to **August 14, 2020** only by calling FELTG at 844.283.3584. **No refunds or credits for no-shows or cancellations made after August 14, 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.