

# **REGISTRATION FORM**

Updated contact information	Event #30371
Name	
Credentials	
Occupation	

Email Address \_\_\_\_\_

Home Address

Program announcements will be sent to your email unless you opt out from receiving MAHEC emails. We never share our mailing lists.

□ Please remove me from the MAHEC mailing list

City
State
ZIP

Home County
Work #

Home #
Work #

Employer
Department

Employer's Address
ZIP

City
State
ZIP

### **Group Registration Fee**

\$135.00 per person\$150.00 per person if paying after 3/28/2024

A discounted rate is available for groups of five or more from the same agency. All individuals must register and pay at the same time. For more information, please call 828-257-4475 or email <u>registration@mahec.net</u>.

Full payment must accompany all submitted registrations unless a payment plan has been approved in advance. Registrations received without accompanying payment will not be processed.

### **CHECK IS ENCLOSED**

#### **PAYING WITH CARD**

🗌 Visa 🗌 MasterCard	Discover Card AmEx
Account #	
Expiration Month/Year _	/
Verification Code	(3 or 4-digit number)
Name on Card	
Signature	
<b>Send completed registra</b> 121 Hendersonville Road, <i>A</i>	tion to: MAHEC Registration Asheville. NC 28803

Fax completed registration to: 828-257-4768

# REGISTRATION

### Early registration deadline: March 28, 2024

Registration fees include administrative costs and educational materials. If your registration is received after the early registration deadline listed above, the total fee will be the registration fee + \$15.00.

MAHEC has a pay-up-front policy for all CE programs. The only exceptions will be for pre-approved programs where an individual payment plan is appropriate. Registrations that are received without accompanying payment will not be processed and participants who have not paid the course fee will not be admitted into the program.

Unless otherwise noted in course materials, the following cancellation policy applies to all programs:

- Cancellations must be in writing (via fax, email, or mail)
- Cancellations received more than 2 weeks prior to the event will receive 100% refund
- Cancellations received between two weeks and two full business days prior to the first day of the event are refunded at 70% of the registration fee subject to a minimum \$25 cancellation fee
- No refunds or credits will be given for cancellations received less than two full business days prior to the event
- No vouchers will be issued in lieu of a refund
- Transfers/substitute(s) are welcome (please notify us in advance of the program)

MAHEC assumes permission to use audio, video, and still images from this program for promotional and educational purposes. Please speak with a staff member if you have any concerns.



## PART OF NC AHEC

## HAVE A QUESTION?

**Program Planner** 

Special Services 828-579-3519

Barbara Warren, MSW, LCSW, LCAS, CFT 828-257-4728 | <u>barbara.warren@mahec.net</u>

**Registration Phone** 828-257-4475

**Registration Fax** 828-257-4768

Online Registration mahec.net/events Email registration@mahec.net

## Mail MAHEC Registration 121 Hendersonville Road Asheville, NC 28803

**f** MAHECEd 🔀 MAHECwnc 🞯 mahec.education