



**Customer Classroom Training Registration
Abila MIP Fund Accounting**



Date: _____ Organization Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Please check which plan you would like:

Plan A- ABS Clients – 2.5 days for \$900 + 1 manual for \$185 (Total \$1,085)

Plan B- Non-ABS Clients - 2.5 days for \$1,200 + 1 manual for \$185 (Total \$1,385)

	First Attendee	Second Attendee
Attendee Name:		
Title:		
CPA:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Cell Phone:		
Email:		
Dates of Class:		
Total Cost:		

Payment Information: **Check** **Credit Card**

Credit Card Holder's Name: _____

Credit Card Number: _____ Exp Date: _____

Signature: _____ Authorized Amount: _____

**Please fax or email registration to Applied Business Services, Inc., at 301-417-0051 or
training@clientaccess.com**

Policies and Payment Procedures

1. Payment is due at time of registration.
2. If you are unable to attend a class for which you have registered, we must receive notice no less than 10 working days prior to your scheduled class in order to apply your registration toward a future class (if space is available). Cancellations received less than 10 days in advance will be subject to an administrative fee of \$150.
3. At times due to unforeseen circumstances we may need to postpone the class to a different date. We will try to give the organization as much advanced notice as possible. For inclement weather, we will follow the federal government policy for class cancellations.