



**EDUCATION REGISTRATION FORM**

Course Name: **PIAVA/DC Richmond CE ExPO – Get IT Done!**

Course Location: **Richmond PIA Office, 8751 Park Central Drive, Suite 140, Richmond, VA 23227**

Course Date(s):  October 10&11     October 10 ONLY     October 11 ONLY

Mr.     Mrs.     Ms.

Name: \_\_\_\_\_ Designations: \_\_\_\_\_

Name for Badge: \_\_\_\_\_ Agent's License #: \_\_\_\_\_

Agency/Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

<b><u>Price Guide</u></b>	
Lunch is included	
<b><u>PIA Member</u></b>	<b><u>Non Member</u></b>
Two Days: \$175	Two Days: \$225
One Day: \$99	One Day: \$125

Invoice Me     **\*\*Charge my credit card (Visa/MC/Amex)**

CC#: \_\_\_\_\_ Exp: \_\_\_\_\_ CVV/CVC: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Mail to: PIA of VA & DC, 8751 Park Central Dr., Suite. 140, Richmond, VA 23227**

**Fax to: (804) 266-1075    ~    Email to: [carol@piavadc.com](mailto:carol@piavadc.com)    ~    Questions? Call (804) 264-2582**

**Cancellation Policy:** PIA reserves the right to cancel programs for insufficient registration and will give as much notice as possible if we cancel.

**Attendee Cancellation Policy:** October 5th and after: 50% penalty to cancel; 25% penalty to transfer to another class; no refund for not canceling and not showing up; no penalties for substitutions.

**Disabilities:** In accordance with Title III of the Americans With Disabilities Act, we ask that registrants to advise us when registering of disabilities, as well as any necessary accommodations.