



**CORPORATE REGISTRATION ATTENDEE INFORMATION**

(Please complete a separate form for each attendee)

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Company Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
 Work Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Note: All Courses start at 9:00 AM and end by 5:00 PM. Webinars are 12PM to 1:30PM.**

**QPS offers a 10% discount for:**  
 3 or more attendees from the same company for the same course  
**OR**  
 The same person attending three QPS courses.

**PLEASE NOTE THE COURSE(S) YOU WISH TO ATTEND:**

<u>Date</u>	<u>Course Title and Number</u>	<u>Course Fee</u>
		<b>Total Fee:</b>
		<b>Discount:*</b>
		<b>Total Payment:</b>

**PAYMENT INFORMATION** (NOTE: Confirmations will be made by e-mail only)

Advance registration must be accompanied by payment in full for all desired seminars. Make checks payable to Quality & Productivity Solutions, Inc. and mail to the address above. All registrations will be confirmed by e-mail prior to the seminar.

**NOTE:** Only cancellations made at least 14 days in advance of the start of the course will be refunded. Substitutions can be made at any time. A \$50 processing fee will be charged for all cancellations.

**Credit Card Information**

Check One: Visa \_\_\_\_\_ M/C \_\_\_\_\_ AmEx \_\_\_\_\_  
 Name on Card: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Card No. \_\_\_\_\_  
 Expires: \_\_\_\_\_  
 Security Code (on back of card) : \_\_\_\_\_  
 Signature: \_\_\_\_\_

**A late fee of \$50 will be charged for registrations received in the fourteen days prior to the course date. QPS reserves the right to cancel or reschedule any event or to change instructors. QPS is not responsible for any travel expenses incurred.**

**HOTEL ACCOMMODATIONS**

You are responsible for making your own reservations. Our website has information about hotels & directions. Please contact hotels directly for special rates and reservations. Please E-mail us at [info@gpsinc.com](mailto:info@gpsinc.com) or [jayp@gpsinc.com](mailto:jayp@gpsinc.com) for any questions.