Registration Form

**Course Name:**  **Date:**

**Course Location:**

# Registrant Information

**Last:****First:** **Middle Initial:**

**Agency:**

**Street Address:**

**City:****State:****Zip Code:**

**Agency Telephone:****Extension:**

**Cellular Telephone:**

**Email Address:**

**W-9 Request:** Yes[ ]  No[ ]

**\*\*\*Email registration form to docdsimmons@leofirstline.com.**

# For Official Use Only (Do not use)

**Date Received:****Confirmation Sent:** Yes[ ]  No[ ]  **Date:**

**Invoice Sent:** Yes[ ]  No[ ]  **Date:**

**Payment Received:** Yes[ ]  No[ ]  **Date:****Amount:**

**Cancelled:** Yes[ ]  No[ ]  **Date:**

**No Show:** Yes[ ]  No[ ]

**Refund Distributed:** Yes[ ]  No[ ]  **If yes, date:**