



37 Clarence Street, Suite 1, Ottawa, ON K1N 5P4

registration form

>phone 1 800 906 0605
>fax 1 866 211 2758
>online www.redrocket.ca

Print (first name last name)

Title

\*\*Email address

Company

( ) ext.
\*Phone

Address

Fax

City: Province Postal code

Course name

Ottawa Montreal Other:

\$ + gst
Course fee

Training location

Course date(s)

Public Classes:
CHECK-IN begins at 9 am on first day. The course
schedule is 9 am - 4:30 pm; continental breakfast provided,
lunch is on your own.

Course date(s):

\*Phone/fax required in case of last-minute changes

Courses in English French

\*\*Your email address will be used to send confirmation
of your registration & invoice as well to notify you of
upcoming training.

Billing Information same as above

Please Print

Organization:

Address:

City: Province: Postal Code:

\*Phone: Fax:

Person responsible for training in your organization Title

Method of Payment

Please Print

- CHEQUE payable to Red Rocket is enclosed with your registration form. Payment is received within 10 business days prior to course date
PURCHASE ORDER is attached: PO number

Upon receipt of your purchase order, we will issue an invoice for the full amount.

CANCELLATION. If you cannot attend, you may send a substitute (two days prior notice) or receive a credit memo toward a future course scheduled. If you cancel your registration up to ten (10) business days before the course date, your registration fee will be refunded less a \$20.00 enrollment charge. Re-schedule a registration within five (5) business days of course date, payment is due in full day of course and receive a credit memo towards future course scheduled valid for one (1) year from course date. Classes are offered on a first come first serve basis. Course pricing is subject change and GST; conditional on modifications of the details of the service offering. Course pricing is guaranteed for three (3) months. Red Rocket reserves the right to postpone or cancel the class five (5) business days prior to the start date.

NOTE: Payments should be received 2 weeks before the scheduled class to confirm your registration.