

# Registration Form

## 4 Easy Ways to Register

1. Online: [www.OttawaTraining.ca](http://www.OttawaTraining.ca)
2. Fax this form to: 613-569-1333
3. Phone: 613-234-2020 Ext. 18
4. Email: [register@pmctraining.com](mailto:register@pmctraining.com)

### Registrant Information

- ▶ Please photocopy this form for additional registrants.
- ▶ Please fill out the information below completely.  
*New mailing guidelines require complete mailing information including Suite, Apartment, or Cubicle number to guarantee delivery.*

Name \_\_\_\_\_

Job Title \_\_\_\_\_

Organization \_\_\_\_\_

Branch \_\_\_\_\_

Mailing Address \_\_\_\_\_

Cubicle/Suite#/Mail Stop # \_\_\_\_\_

City \_\_\_\_\_

Province \_\_\_\_\_

Postal Code \_\_\_\_\_

Phone (w) \_\_\_\_\_

**Email** \_\_\_\_\_

**Note:** we require your email to send a confirmation notice and scheduling updates. We will not sell, rent or loan our attendee list to third parties.

Signature \_\_\_\_\_

#### For office use only

CRM  DS  \_\_\_\_\_

Please help us to go green.



**PMC TRAINING**  
Performance Management Consultants

#### Mailing address/head office:

858 Bank Street, Suite 109  
Ottawa, Ontario K1S 3W3

Note: courses do not take place at this location.  
For course locations, please see individual course outlines.

### Workshop Selection

**Yes**, please register me for the following workshop(s).

Note: For additional workshops, attach a separate list.

Title: \_\_\_\_\_ \$ \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_ \$ \_\_\_\_\_

Date: \_\_\_\_\_

#### and/or,

Please send me \_\_\_\_\_ advance workshop tickets  
and I will select my courses later.

\$ \_\_\_\_\_

Subtotal: \$ \_\_\_\_\_

Add 13% HST \$ \_\_\_\_\_  
HST registration number R-131892531

**Total fees including HST:** \$ \_\_\_\_\_

### Payment Method

**1.**  **Credit Card** If you would like to pay by credit card  
please phone us at **613-234-2020, ext. 18.**

**2.**  **Cheque enclosed**  
(make payable to Performance Management Consultants)

**3.**  **Please invoice my organization**

Attention: \_\_\_\_\_

Email: \_\_\_\_\_

Phone #: \_\_\_\_\_

Mail Code W37

Please check this box if you require a paper invoice sent by post.  
Otherwise, we'll email you an electronic invoice only.

**Satisfaction guaranteed! If you are not satisfied with one of our public courses, let us know within 30 days and we'll offer you another class or refund your money.**