

# Fall 2017 Training Registration Form

## Provider Information

Classes fill up very quickly, so register early!

PARTICIPANT'S FIRST NAME	PARTICIPANT'S LAST NAME
HOME PHONE	WORK PHONE
DATE OF BIRTH (MM/DD/YYYY)	
EMAIL	
ADDRESS	
CITY	STATE ZIP

Which are you? ☐ Licensed Provider ☐ Pursuing License  
☐ Program Staff ☐ Exempt  
☐ Other \_\_\_\_\_

### Submission Methods:

**Email:** [ccrr@caowash.org](mailto:ccrr@caowash.org) / **Fax:** 971-223-6101  
**Mail or in Person:** Community Action, Attn: CCR&R  
 1001 SW Baseline Street Hillsboro, OR 97123

## Training Policies

By registering for a training with our agency you agree to our registration, attendance and cancellation policies. It is the attendee's responsibility to know the location, directions, date/time of the training

### To register for a training you must:

1. Complete the registration form. Please use one form per person.
2. Mail, fax 971-223-6101, email ([ccrr@caowash.org](mailto:ccrr@caowash.org)) or bring in your form with full payment. We must receive your registration at least 3 days in advance of the training date to allow for processing.
3. When we receive your registration and payment, we will confirm your trainings by email.

### Attendance Policies

To receive a training certificate, participants need to arrive on time and stay for the entire training. Participants arriving 15 minutes after the advertised start time will not be admitted. If a training is cancelled by CCR&R, Training Bucks will be given since **refunds are not possible**.

Let us know if you can not attend. Participants only receive training bucks if CCR&R receives cancellation notice **3 days ahead** of the scheduled training. CCR&R child care trainings are not held when local schools districts close due to inclement weather. School closures are announced on CCR&R's recorded message.

**Refunds are not possible.**

**Nursing infants are the only children permitted in class.**

## Training Information

Overviews			Safety Sets					
55929	No Cost		55949	\$10		55926	\$45	
55932	No Cost					55927	\$45	
55935	No Cost					55928	\$45	
Face-to-Face Trainings								
55960	\$24		55919	\$84		55937	\$36	
55938	\$24		55956	\$42		55961	\$24	
55951	\$24		55953	\$42		55954	\$42	
55955	\$42							
Online Trainings								
55963	\$42		55962	\$70		55964	\$42	
55965	\$84		55966	\$42				
Food Handlers				Spark				
Food Handlers	\$10			55944	No Cost			

Total # of Trainings: \_\_\_\_\_ Total Fees: \_\_\_\_\_

Payment ☐ Cash ☐ Check ☐ Card ☐ Training Bucks

**Make checks payable to *Community Action***  
**If paying by check, individual or facility name:**

### To pay by card, complete the following information

Name: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Card #: \_\_\_\_\_  
 Expiration: \_\_\_\_\_ Vcode: \_\_\_\_\_  
 Total amount to be charged to Credit card: \_\_\_\_\_

Office Use Only	Received By	Date	Fiscal	Confirmation