

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 _____

Training Information

Overviews			Safety Sets					
55929	No Cost		55949	\$10		55926	\$45	FULL
55932	No Cost					55927	\$45	FULL
55935	No Cost					55928	\$45	
Face-to-Face Trainings								
55960	\$24		55919	\$84	FULL	55937	\$36	FULL
55938	\$24	FULL	55956	\$42	FULL	55961	\$24	
55951	\$24	FULL	55953	\$42	FULL	55954	\$42	FULL
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

Submission Methods:

Email: 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:

- Complete the registration form. Please use one form per person.
- Mail, fax 971-223-6101, email (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.
- 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.

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