

TEC III  
Training Enhancement Center  
Knowledge ♦ Skill ♦ Ability  
Professional Training in the New Millennium  
Donna M. Kinsey, M.P.A.  
(786) 255-6054

**Registration Form**

**PRINT THIS FORM AND MAIL ALONG WITH PAYMENT TO:**

TEC III  
6910 Miracle Springs Road  
Elkton, VA 22827

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Name of course for which you are registering: \_\_\_\_\_

\_\_\_\_ - hour seminar

Date course is being offered: \_\_\_\_\_

Time: \_\_\_\_\_

Location: \_\_\_\_\_

Course Fee: \_\_\_\_\_ (Call 786-255-6054 for fee schedule).

\*\*Number of Attendees: \_\_\_\_\_

**METHOD OF PAYMENT:**

- Check is enclosed (Payable to TEC III) Check Amount: \_\_\_\_\_ Check # \_\_\_\_\_
- Cash received by: \_\_\_\_\_ Date: \_\_\_\_\_
- Receipt requested

Seating is limited. Registration will be based on a first-come first serve basis. A confirmation letter along with directions to the seminar will be provided one week prior to the training. **Cancellations:** A request to cancel must be made in writing at least (7) calendar days prior to the scheduled training in order to receive a full refund. TEC III reserves the right to cancel any class due to insufficient registration. Additional courses vary in length based on the needs of the organization. \*\* Special group rates available.