



WEBINAR REGISTRATION FORM

SAVE TIME ... REGISTER ONLINE!

www.LRPFederalWebinars.com

Registration fee includes: one webinar connection per registration with unlimited participant attendance at your site.

Additional sites may be purchased for teleworking employees of the same unit within the organization/agency purchasing for on-site staff.

Instructions for accessing the webinar will be emailed to the Site Contact.

Webinar Title: _____

Date of Submission: _____

Registration Type	Qty.	Rate	
Main Site <small>(required for Additional Site registrations)</small>		\$295	\$
Additional Site for Teleworker(s)		\$115 each	\$
Total			\$

Submit this form via:

FAX
561-622-2423



MAIL
LRP Media Group
360 Hiatt Drive
Palm Beach Gardens, FL 33418



OR REGISTER ONLINE AT
www.LRPFederalWebinars.com

Main Site Registration

Please type or print clearly all requested information.

Site Contact Name: _____

Organization: _____

Title: _____

Street Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Is this your or your group's first time attending an LRP Webinar?

Yes No

How many people at your main site plan to attend this Webinar?

1 2 - 5 6 - 10
 11 - 15 16 - 20 21 - 24
 25+

How did you hear about this Webinar?

Additional Site Registration

If space is needed, please copy this form for any additional sites for teleworking employees. Please type or print clearly all requested information.

Site Contact Name: _____

Organization: _____

Title: _____

Street Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Site Contact Name: _____

Organization: _____

Title: _____

Street Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Site Contact Name: _____

Organization: _____

Title: _____

Street Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Payment Information

Name:	Title:
Organization:	
Address:	
City:	State, Zip:
Phone:	Fax:
Email:	
Charge My Credit Card: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover	Security Code:
Card #:	Exp. Date:
Cardholder's Name:	
Cardholder's Signature:	
<input type="checkbox"/> Check or Money Order Payable to LRP Media Group	
<input type="checkbox"/> Bill Me. P.O. #: <small>(Please mail or fax your completed registration form with your official purchase order.)</small>	

Materials and log-in information will not be distributed until payment is received.

Cancellation Policy

Please notify LRP Media Group by emailing conferences@lrp.com as soon as possible if you are unable to attend. Cancellations received more than 3 days prior to the event will receive a refund minus an administrative fee of \$25. If you prefer, you may substitute an upcoming webinar of equal or lesser value for the one you originally registered for and we will waive the \$25 administrative fee. Cancellations received less than 3 days prior to the event will not be refunded and you will be sent the MP4 digital download recording of the event. Unpaid cancellations will be billed for the appropriate fee. LRP reserves the right to alter this program without prior notice. LRP Media Group is not responsible for any problems stemming from registrants' organization's hardware. Recording of webinars is prohibited.

If you have any questions, please contact LRP Media Group at 1-800-341-7874 or email conferences@lrp.com