

SCRLC REGISTRATION FORM

South Central Regional Library Council
WORKSHOP REGISTRATION FORM

When using this form, it is important to indicate which workshops/events/series you wish to attend.
Email confirmations will be sent promptly

Name _____

Institution _____

Address _____

Telephone (day) _____ Emergency* _____

*Emergency phone will only be used for a last minute change or cancellation.

Email Address _____

Workshop _____ Date _____ Fee _____

Workshop _____ Date _____ Fee _____

Workshop _____ Date _____ Fee _____

Workshop _____ Date _____ Fee _____

Workshop _____ Date _____ Fee _____

All registration and payments are due two weeks before the event.

We accept MasterCard, Visa, Discover, and American Express or Checks

To pay with credit card:

Please call in your credit card information...

NOTE: For your security, we have changed our credit card policy and no longer accept faxed or emailed account numbers.

Telephone: 607-273-9106

To pay by check:

Make checks payable to SCRLC, and mail to:

SCRLC, 108 N. Cayuga St., Ithaca, NY 14850

SCRLC Cancellation Policy:

Notification must be received 24 hrs before the workshop to avoid a \$20.00 processing fee. Prepaid registrations cancelled within 24 hours of the workshop, will be issued a credit voucher less \$20.00; all others will be invoiced. Refunds cannot be made for no shows.