

AWPL Training
Registration Form

Applicant's Name: _____

Position/Title: _____

Home Address : _____

City: _____ State/Zip: _____

Primary Language: English Spanish Other _____

Daytime Phone : (____) _____ Best Time to Call: _____

Fax: (____) _____ E-Mail address : _____

Workshops: Enter all workshops for which you are registering. See Course Schedule on website

Course #: _____ Course Name: _____ Date: _____ Fees:\$ _____

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Course #: _____ Course Name: _____ Date: _____ Fees:\$ _____

Total Fee:\$ _____

Method of Payment

Amount Enclosed: \$ _____

Please indicate method of payment

Voucher or Company P.O. (copy required prior to workshop start-date)

Check enclosed (payable to Georgia Tech . Please include attendee's name and course number on check.)

Charge : American Express Visa MasterCard Discover

Card #: _____ Expiration Date : _____

Cardholder's name: _____ Signature: _____

*Social Security number is required for Life Long Learning Tax Credits.

Registration Information

To register for a workshop or multiple workshops, please return (1) the registration form and (2) the trainee dossier to Georgia Tech's Advanced Wood Products Laboratory (AWPL) by one of these methods:

FAX: *Send the registration form and dossier along with your credit card information, voucher, or P.O. to **404-463-4284**. This line is available 24 hours a day.*

MAIL: *Mail your registration form and dossier along with payment to:*
**College of Architecture
AWPL Training
Georgia Tech
Atlanta, GA 30332-0155**

Upon receipt of your registration packet, we will send you a confirmation letter with detailed instructions and directions to the AWPL Training Center at Georgia Tech.

Workshop

Fees: Consult the course list on the web site for specific course fees. Fees include all training materials. We accept checks made payable to Georgia Tech or charges to American Express, VISA, MasterCard, or Discover Card. We also accept company vouchers and P.O.s.

Workshop

Location: **Advanced Wood Products Laboratory (AWPL)
Georgia Tech
676 Marietta St. NW
Atlanta, Georgia 30318
(404) 463-4283**

Workshop

Hours: **8:30 am till 4:00 pm (lunch on your own)**

Accommodations: Recommended hotels near Georgia Tech. Georgia Tech is not responsible for any hotel cancellation charges, penalties, billing discrepancies, etc. as a result of recommending a preferred hotel. The hotel reserves the right to enforce their policies, and applicable cancellation fees.

**Holiday Inn Express
244 North Avenue
Atlanta
(404) 881-0881**

**Residence Inn/Marriott
1045 W. Peachtree
Atlanta
(404) 872-8885**

**Embassy Suites
At Olympic Centennial Park
311 Marietta St. NW
Atlanta
(404) 223-2300**

**Renaissance Hotel
590 West Peachtree
Atlanta
(404) 881-6000**

**Amerisuites
330 Peachtree St NE
Atlanta
(404) 577-1980**

Cancellations and Refunds:

To cancel your registration and receive a full refund, you must call 404-463-4283 at least 10 business days prior to the course start date. A course cancellation received fewer than 10 days prior to the course start date will be refunded the registration amount, less \$50 service fee. Substitutions and transfers to a subsequent course are permitted at any time. No-shows will be charged the full registration fee.