



CALA AODA Registration Form

PLEASE PRINT CLEARLY

Please ensure that you have the most recent version of this elearning form.

Older versions may not reflect current information.

Registration Instructions

Please complete Part 1 through Part 2 of the form below. When complete, please fax it to the attention of the CALA Training Service at (613) 233-5501. Further instructions will be sent to you once your registration is received.

Cancellation Policy

Registered participants must cancel, in writing, no later than two weeks prior to the agreed commencement of training in order to receive a full refund.

Reducing the Cost of Training

If you have a facility that can be used to reduce the prices for CALA-sponsored training, we want to hear from you!!! Contact us if you can host any sessions. See www.cala.ca/t_memfacility.html

Please fax your completed form to the CALA Training Service, at (613) 233-5501

Yes, I wish to register for the elearning indicated below. I understand that Registration cannot be completed unless Part 2 of this form is completed in full.

Name of Organization _____ CALA Membership # _____
 Complete Address _____
 City _____ Province _____ Postal Code _____
 Phone _____ Fax _____

PART 1 Registration:

Please list below the name and e-mail address of the people that are going to participate in the elearning:

Name: _____ **e-mail:** _____

Name: _____ **e-mail:** _____

Name: _____ **e-mail:** _____

Name: _____ **e-mail:** _____

Name: _____ **e-mail:** _____

Name: _____ **e-mail:** _____

Name: _____ **e-mail:** _____

Name: _____ **e-mail:** _____

√	CALA elearning	Cost	
		Voting Members	Non-Members
	AODA (Accessibility for Ontarians with Disabilities Act) Customer Service Standard Training	\$20	\$25
	Group Rate AODA (Accessibility for Ontarians with Disabilities Act) Customer Service Standard Training - 5 or more participants	\$15	\$20

Please note that the prices above are per participant and do not include taxes.

Over Please →

Please fax your completed form to the CALA Training Service, at (613) 233-5501

PART 2 Payment:

As per CALA's pre-payment policy, payment must be received before the delivery of goods or services.

Please fill out all sections of this form.

elearning fee \$ _____.

*Applicable HST (see below) \$ _____.

Total amount forwarded/enclosed: \$ _____.

* Applicable tax: (Note: Tax applies to the province from where the elearning is delivered)	
<input type="checkbox"/> ON	13%

- Check if you would like an invoice sent to your attention.
- Check if you would like an invoice to be sent to your parent membership (as above).
- Check if you would like to charge a credit card

MasterCard Visa Card No. _____ Exp. _____

Name on Card (print) _____ Signature _____

Cardholder's Email _____

Cardholder's Telephone _____

Email and telephone numbers are used for confirmation purposes only.

Please kindly take a moment and let us know how you heard about CALA's elearning:

e-mail	Colleague	CALA Website	CALA Newsletter	Tradeshow	LinkedIn	Other (please specify)

Please fax your completed form to the CALA Training Service, at (613) 233-5501