



West Virginia Environmental Training Center Course Registration Form

Class Name _____ Class Date _____

Name (s) _____

Company/Plant _____

Billing Address _____

Cell Phone _____ Can You Receive Texts? _____

Contact Phone Number _____ Fax Number _____

Legible E-Mail Address For Class Confirmation _____

Registration will not be accepted without payment. Class reservations will be on a first come, first served, PAID basis. Since class size may be limited you are encouraged to send payment as soon as possible.

Invoices are now being emailed or faxed. Please provide a legible billing email address or fax number for billing purposes.

A \$25 LATE FEE will be applied to your account if your Registration is not received at least seven (7) calendar days in advance of the class.

I understand there will be no refund unless I cancel at least one week before the class.

Signature Required

LUNCH IS NOT INCLUDED IN THE REGISTRATION FEE. FOR CLASSES HELD AT THE ETC, you may contact Cedar Lakes Conference Center at (304) 372-7860 to make lunch and lodging arrangements.

PAYMENT – MAKE CHECKS PAYABLE TO RESA 5. Purchase Orders are acceptable. **PO#** _____
Sorry, we cannot take credit cards.

Please send registration fee and this completed form to:

Registration
WV Environmental Training Center
82 FFA Drive
Ripley, WV 25271
Phone: (304) 372-7878
Fax: (304) 372-7880

If you have any questions, please email Brenda at bwaybright@k12.wv.us