

**Fire Service Women's Leadership Training Seminar**  
**Hyatt Regency • Phoenix, Arizona • April 7-9, 2006**

Registration Form *(Please use one form per attendee)*

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Fax #: \_\_\_\_\_

Please send my confirmation letter via  e-mail  fax  paper mail

Name of fire department or agency, if any: \_\_\_\_\_

Attendee's rank, title, or position: \_\_\_\_\_

***I will need the following:***

Child care for \_\_\_\_\_ children, age(s) \_\_\_\_\_  Room-sharing assistance  
*(You must register by March 10 in order for us to be able to arrange child care.)*

Information about scholarships and work-study options  Driving directions to the hotel

***Registration payment policy:*** To be eligible for the advance discount, registrations must be postmarked and paid in full (or agency purchase order received) by **March 3**. Registrations postmarked after that date and **received by April 4** will be due at the regular rate. Any registrations received **after April 4** will be charged the on-site rate of \$525. Fees include all conference materials, a welcome reception on Friday evening, refreshment breaks, and continental breakfasts Friday through Sunday.

***Refund policy:*** Registrations cancelled before March 17 will be refunded in full, except for a \$25 administrative fee. Registrations cancelled between March 17 - April 4 will receive a 50% refund. There will be no refund for no-shows or for cancellations after April 4. Another individual may attend in the place of a registered attendee if written permission from the person or agency paying the registration fee is provided.

***Please fill out both pages of this form*** and return it with your check (in U.S. dollars), VISA/Mastercard information, or agency purchase order number, to Women in the Fire Service, P.O. Box 5446, Madison WI 53705. Registrations paid by purchase order or credit card may be faxed to 608/233-4879. We confirm all registrations by letter or e-mail. ***If you do not receive this notification, please contact us again to make sure we received your form.***

Advance registration fee *(must be received by March 3)*: \$375 \_\_\_\_\_

Regular registration fee *(after March 3; must be received by April 4)*: \$425 \_\_\_\_\_

[Optional] Donation to conference scholarship fund: \_\_\_\_\_

**Total enclosed:** \_\_\_\_\_

**If paying by credit card or purchase order, please complete the appropriate sections below:**

VISA or Mastercard #: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Authorized signature (for credit card only): \_\_\_\_\_

Agency purchase order #: \_\_\_\_\_ P.O authorized by: \_\_\_\_\_

**Group discount:** If four or more participants are attending from the same agency, the additional (fourth, fifth, etc.) attendees will receive a 25% discount to the applicable registration rate. To qualify for this discount, attendees must pre-register at the same time, and fees must be paid by the same check, purchase order, or VISA/MasterCard.

**Special note: “Command Training Center” workshop session**

The “Command Training Center” workshop on Friday, April 7, has limited attendance: you must pre-register in order to guarantee a spot. If you wish to attend this workshop, please check the indicated space below. ***You do not need to pre-register for any other workshops.***

I would like to pre-register for the “Command Training Center” workshop

Return this form to WFS , P.O. Box 5446, Madison WI 53705; or fax to 608/233-4879.

You may also contact us by phone at 608/233-4768 or by e-mail at [info@wfsi.org](mailto:info@wfsi.org).

For updated information about the conference, visit our website at [www.wfsi.org](http://www.wfsi.org).

***WFS’ Federal ID# is 31-1087823.***

Please call us at 608/233-4768 or e-mail [info@wfsi.org](mailto:info@wfsi.org) with any questions about the conference