| Training that shapes the promotable employee                  | FEB REGISTRA                    | ATION            |
|---|---------------------------------|------------------|
| Plain Writing Clinic  | Long Beach, CA                  | 22-23 April 2019 |
| \$335 each for 3 or more. \$349 for sing                      | le enrollments.                 |                  |
| Please register individual(s) at \$                           |                                 |                  |
| Expert Presentation Skills                                    | each for a total of \$          | 24 April 2019    |
| •   | le enrollments.                 | 24 April 2010    |
| Please register individual(s) at \$                           | each for a total of \$          |                  |
| Creative Thinking and Innovation                              | Long Beach, CA                  | 25 April 2019    |
| \$99 each for 3 or more. \$119 for single                     | enrollments.                    |                  |
| Please register individual(s) at \$                           | each for a total of \$          |                  |
| Business Grammar  | San Francisco, CA               | 24-25 June 2019  |
| \$379 each for 3 or more. \$399 for sing                      | le enrollments.                 |                  |
| Please register individual(s) at \$                           | each for a total of \$          |                  |
| Business Writing - Write 2 the Point!                         | San Francisco, CA               | 26-27 June 2019  |
| \$309 each for 3 or more. \$329 for single                    | e enrollments.                  |                  |
| Please register individual(s) at \$                           | each for a total of \$          |                  |
| Emotional Intelligence  | San Francisco, CA               | 28 June 2019     |
| \$229 each for 3 or more. \$249 for single                    | e enrollments.                  |                  |
| Please register individual(s) at \$                           | each for a total of \$          |                  |
| Please list participant names with <u>e-mail addresses</u> fo | or the Participant Letter to be | e e-mailed.      |
| ame(s) with e-mail addresses                                  |                                 |                  |
|   |                                 |                  |
| ontact phone Contact e-mail                                   |                                 |                  |
| gency/Address   |                                 |                  |
| ty State  | Zip Code                        |                  |
| yment We'll call  | you for credit card details,    | if checked.      |
| y by credit card, purchase order, Standard Form 182, DD       | Form 1556 or check to confirm   | n reservations.  |

<u>Cancellation Policy</u>: Cancellations must be received two weeks before class start for refund. <u>Substitutions</u> can be made at the start of class.