

ComponentOne Doc-To-Help Training Registration Form

To register for a Doc-To-Help class listed below, please complete this form and fax it to the Doc-To-Help sales department at 412-681-4384. If you need assistance, or have additional questions send e-mail to d2hsales@componentone.com or call 800.858-2739. Thank you!

All dates listed are for the current calendar year, unless otherwise specified.

Doc-To-Help 2011-2012 Online Training Schedule

Doc-To-Help Version	Introductory	Intermediate	Advanced
2011-12	August 22 & 23, 2011	August 24, 2011	August 25, 2011
2011-12	September 19 & 20, 2011	September 21, 2011	September 22, 2011
2011-12	October 17 & 18, 2011	October 19, 2011	October 20, 2011
2011-12	November 28 & 29, 2011	November 30, 2011	December 1, 2011
2011-12	December 19 & 20, 2011	December 21, 2011	December 2, 2011
2011-12	January 16 & 17, 2012	January 18, 2012	January 19, 2012
2011-12	February 20 & 21, 2012	February 22, 2012	February 23, 2012
2011-12	March 19 & 20, 2012	March 21, 2012	March 22, 2012
2011-12	April 16 & 17, 2012	April 18, 2012	April 19, 2012
2011-12	May 14 & 15, 2012	May 16, 2012	May 17, 2012
2011-12	June 18 & 19, 2012	June 20, 2012	June 21, 2012
2011-12	July 16 & 17, 2012	July 18, 2012	July 19, 2012
2011-12	August 20 & 21, 2012	August 22, 2012	August 23, 2012

*Classroom training outside the US is conducted by ComponentOne's international partners. Please contact sales@componentone.com for a partner in your area.

*All online training sessions are in English only.

Circle the date of the class that you wish to attend.

Registration Information

Name of person attending class _____

Company _____

Address _____

City _____ State/Province _____ Zip/Postal Code _____

Country _____ Phone _____ E-mail _____

Form of Payment

Check payable to ComponentOne LLC

Credit Card (*VISA, MasterCard, Discover and American Express is accepted*)

Card Number _____ Expiry Date _____

Cardholders Name (as it appears on card) _____

Billing Address for Credit Card

Name/Company _____

Address _____

City _____ State/Province _____ Zip/Postal Code _____

Country _____ Phone _____ E-mail _____

Terms of Payment and Cancellation Policy for Online and Classroom Training

Advance payment is required prior to attending Doc-To-Help training classes. Payment can be made via credit card or check.

ComponentOne reserves the right to cancel Doc-To-Help training classes within two business days prior to the first day of the class. If ComponentOne cancels a class, advance payments received by ComponentOne will be refunded in full or applied to a future class as requested by the registrant.

Registered students who cancel their participation in a class will have the following cancellation fees applied prior to receiving a refund:

- If cancelled 10 or more business days prior to the start of the training class, no cancellation fees will apply.
- If cancelled 3-9 business days prior to the start of the training class, a 25% cancellation fee will apply.
- If cancelled less than 3 business days prior to the start of the training class, your registration fees can be applied to a future class. However, your payment will not be refunded.