



## Course/Seminar Registration Form

Please use this form to register for one or more course offering from Techna Center, LLC. Registration and payment is highly recommended at least five business days before a scheduled course. Make check or money order payable to *Techna Center, LLC*. Incomplete forms will delay processing. Please print clearly! Thank you!

About you			
Are you a new or returning customer? <input type="checkbox"/> New <input type="checkbox"/> Returning		Is this for an individual or business? <input type="checkbox"/> Individual. Please complete section 1a & skip 1b <input type="checkbox"/> Business. Please complete section 1b & skip 1a	
1a for individuals			
Last name		First name	
Street	City	State	Zip
Email	Phone	Confirm my registration by <input type="checkbox"/> Email <input type="checkbox"/> Phone	
1b for businesses			
Last name		First name	Title
Student name (leave blank if it's you)		Business name	Website (if available)
Street	City	State	Zip
Email	Phone	Confirm my registration by <input type="checkbox"/> Email <input type="checkbox"/> Phone	

Course Information				
Course #	Title	Start Date	Time	Price
Total				

Payment is due in full at the time of registration. Payment options:

- In person: check, money order, or cash. Hours: Mon-Thu, 5:30 PM - 7:30 PM; Sat-Sun, 10:00 AM - 4:00 PM
- By Mail: check or money order. Send payment and this registration form to:  
*Course Registration • Techna Center, LLC • 9405 Liberty RD, Suite D-3 • Randallstown, MD 21133*
- Online: credit card only. Visit [TechnaCenter.com](http://TechnaCenter.com)

Signature \_\_\_\_\_

Date \_\_\_\_\_

I certify that I have read, understood, and will abide by the guidelines stated below:

- Class seats are limited. All course registrations are processed in the order they are received.
- You meet the suggested prerequisite(s) listed for the course.
- You are at least 18 years of age. For safety, children (including infants) are not permitted while class is in session.
- Techna Center, LLC reserves the right to reschedule, postpone, extend or cancel any course due to circumstances beyond Techna Center, LLC's control. If a course is cancelled by Techna Center, LLC for any reason, you can enroll in a subsequent course or upon your request a full refund will be issued of the fees paid for that course.
- Cancellation requests and no-shows are not subject to any refunds.
- A \$35 fee will be charged for any bank-rejected checks.