



EDUCATION SEMINAR REGISTRATION FORM



REGISTER ONLINE FOR FASTEST PROCESSING AT gfoa.org If you are not able to register online or if you have a group to register, complete this registration form (for groups attach an Excel spreadsheet with name, title, organization, and email address listed for each participant) and email to training@gfoa.org.

STEP 1 • Attendee Information

Name _____			
Title/Position _____	Organization/Company _____		
Mailing Address _____			
City _____	State/Province _____	Zip/Postal Code _____	Country _____
Phone _____	Fax _____		
Email (Required) _____	GFOA Membership # _____		

STEP 2 • Registration

Name and Date of Seminar(s) _____

[View all events at gfoa.org/events](https://gfoa.org/events)

STEP 3 • Join GFOA (if applicable)

Member Type* Please check one to join:

☐ Government Member ☐ Private Sector Member

*Visit gfoa.org/membership-fees for membership pricing.

STEP 4 • Total Fees (All fees in U.S. funds)

Refer to gfoa.org/events for specific seminar pricing

Registration Fee: _____

New Member Fee: _____

Total: _____

STEP 5 • Method of Payment (please check one)

☐ **Pay by check:** Make payment to "Government Finance Officers Association"

☐ **Pay by credit card:** ☐ Amex ☐ Discover ☐ MasterCard ☐ Visa

Name on Card _____

Card Number _____ Expiration Date _____ CVV Number _____

Signature _____

☐ **Bill Me:** P.O. Number _____

Purchase order number required. GFOA Tax ID Number: 36-2167796

Confirmations and invoices for seminars will be sent as PDF attachment via email from training@gfoa.org or training=learn.gfoa.org@mailgun.commpartners.com. Please add these addresses to your allowed senders list.

Cancellation

- Cancellations must be received in writing at training@gfoa.org.
- View cancellation and training policies at www.gfoa.org/training-policies.
- GFOA retains the right to close classes that are full or cancel classes due to low enrollment. Please do not buy non-refundable travel tickets until you receive registration confirmation.

Continuing Professional Education (CPE)

- To receive CPE credit for a session, complete the survey posted to the session in GFOA's learning management system (LMS) at learn.gfoa.org. On the CPE Transcript/Certificate page on the LMS, you'll be able to generate a CPE certificate that you can save and/or print for your records.

