



## Seminar Transfer form

**800.765.4842**

It is our policy to charge a \$50 fee for cancellations, no-shows, and class date transfers initiated by attendees. We do not offer refunds, however all registration fees are transferable to another date or employee.

How to transfer your seminar fees:

1. Choose a class date (must be within one year from original registration date)
2. Fill out the attached registration form
3. **Include payment of \$50**
4. Fax: 916.431.2760
5. Or mail to CRA Seminars, 621 Capitol Mall, Suite 2000 Street, Sacramento, CA 95814

Original seminar title, date and location: \_\_\_\_\_

New seminar title, date and location you wish to transfer to: \_\_\_\_\_

Name (please complete a separate form for each attendee): \_\_\_\_\_

Company: \_\_\_\_\_ Title: \_\_\_\_\_

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

State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_

Please provide a DIRECT phone number for each attendee. Should the session be cancelled we will use this phone number to contact the attendee. (\_\_\_\_\_) \_\_\_\_\_

### Payment Information

Check (Ck.#) \_\_\_\_\_ Make checks payable to: **CRA**

Credit Card: Amex Discover MasterCard Visa

Account number \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CVV: \_\_\_\_\_

Cardholder name (print) \_\_\_\_\_

Signature \_\_\_\_\_

You will not be officially registered for a seminar until you receive a confirmation from the California Restaurant Association. If you are unsure of your registration status please contact us at 800.765.4842.