

Process Efficiency Training Program Registration Form



To participate in the Process Efficiency training, you must register in advance. The deadline for registration and payment is one week prior to the training. Only participants whose registration has been confirmed and payment received will be permitted to attend. Whether you plan to pay by voucher, check or credit card, to register, you will need to complete and submit the participant information below. To receive an email confirmation, you must include an email address below.

COMPLETE THIS FORM, SCAN & EMAIL TO MARGOT.HOFFMAN@PARTNERSHIPOHIO.ORG

Participant information (Please complete the information below)

First Name:

Last Name:

Title:

Organization:

Current Mailing Address:

Street Address:

City/Town:

State:

Zip Code:

Phone:

Email Address:

Payment Details:

Please indicate which form of payment you plan to use for the \$2,000 course fee.

_____ **Check** – If you are paying by check, make it payable to “The Partnership for Excellence” and mail it to The Partnership for Excellence, 829 Bethel Road #212, Columbus, Ohio 43214, along with a copy of your email confirmation.

_____ **Credit card** - If you are paying by credit card, complete the following information:

Name on Card:

Address of Card Holder:

Card Type: Master Card/Visa:

Card Number:

Expiration Date:

CCV Code (3 Digits on Back of Card):

_____ **Voucher** - If you have a voucher from the state of Ohio, you must email a copy of the voucher to tiffany@partnershipohio.org.

Scholarship Vouchers:

The Local Government Efficiency Program has a limited number of scholarships available for the training. For more information contact Ms. Nicole Bent at 614-644-6552 or Nicole.Bent@development.ohio.gov.

Cancellation Policy:

Cancellation for a full refund until one week prior to training. After that dates all fees are non-refundable.

Meals and Parking:

Please note that Parking is free, food and beverages are not included in the cost of registration. There are a number of restaurants located near the training facility.

Questions:

For additional information on this program, contact Margot Hoffman at 614-425-7157.