

# Purchase & Registration Form 2017-18

Name \_\_\_\_\_ Designation(s) \_\_\_\_\_ Member Number (5 digits): \_\_\_\_\_

Organization \_\_\_\_\_ DOB (mm/dd/yyyy): \_\_\_\_\_

Home  Company

Mailing Address \_\_\_\_\_ City / Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Cell Number \_\_\_\_\_

## Important Notes:

- \* All registrations must be accompanied with payment / passport number in order to be processed.
- \* All passport registration requested must be received at a minimum, ten business days prior to the seminar start date.
- \* CPA Alberta reserves the right to request photo ID at all PD Seminars.
- \* Registrations are only accepted by mail, fax, email, online and in person.

## Please list your dietary restrictions:

**Yes!**  Please Send My Seminar and Passport Confirmations Emails to:

## PD Passport Purchase

Type	Price	Quantity	Total
Personal Passport	\$1,760	x	
Corporate Passport	\$2,200	x	
Mini Personal Passport	\$990	x	
Online Learning Passport	\$750	x	
<b>Passport Sub Total</b>			

**PD Products / Seminar Registration Information**  
(complete only the applicable payment method; either seminar fee or passport number)

Passport(s)#:

Seminar Title	Seminar Code	City	Date	Seminar Fee	# of Tickets
				\$	#
				\$	#
				\$	#
				\$	#
				\$	#

Confirmation letters are sent by the system after the registration has been processed.

Reminder Ya Uᑭg (in-dYfgcb seminars) are sent approximately two weeks prior to the seminar date.

Registrants are advised to keep a copy of their initial registration as a reference and should make contact with Professional Development to verify their confirmed seating at least 5 business days prior to the seminar start date if they have not received a Confirmation Ya Uᑭ or Reminder Ya Uᑭ. This form is not a confirmation of enrollment.

Please Note:

Refunds will not be provided for failure to receive Confirmation Ya Uᑭg or Reminder Ya Uᑭg. All fees apply.

Seminar Fee Sub Total	\$
Passport Total	
5% GST	\$
<b>TOTAL</b>	\$

GST # 10690 4287 RT0003

Check here that you agree to all Professional Development and Passport Terms & Conditions.

**Payment Information** Cheque Enclosed (payable to CPA Alberta)  Visa  MasterCard  American Express

Credit Card Number \_\_\_\_\_ Expiry Date \_\_\_\_\_

Card Holder Name \_\_\_\_\_ Authorized Signature of Card Holder \_\_\_\_\_

Complete this form along with payment with cheque or credit card information to:

**CPA Alberta – Professional Development**

1900 TD Tower, 10088 – 102 Ave  
Edmonton, AB T5J 2Z1

Fax: (780) 425-8766

Email: [pdregistration@cpaalberta.ca](mailto:pdregistration@cpaalberta.ca)

Under the Chartered Professional Accountants Act and the privacy policy of CPA Alberta, dissemination of personal information is restricted. Upon written permission of the registrant, personal information may be provided to a designated individual to assist in registration.

Please complete and submit the Consent to Release PD Information form.

For a copy, please contact Professional Development or download at:

[www.cpaalberta.ca/ProfessionalDevelopment/Forms.aspx](http://www.cpaalberta.ca/ProfessionalDevelopment/Forms.aspx).

CPA Alberta Privacy Policy can be viewed at [www.cpaalberta.ca/About-Us/Privacy-Policy](http://www.cpaalberta.ca/About-Us/Privacy-Policy)