



*Etiquette, Image and Protocol Finishing School*

# Catherine Gordon's Institute of Finishing Elements®

#15, Ninth Street West, De La Marre Avenue, Trincity, Republic of Trinidad & Tobago  
1-868-640-2765/ 678-3845 www.cgaimagedesign.com

## REGISTRATION FORM

NAME FOR CERTIFICATE (BLOCK LETTERS)

AGE

SEX

D.O.B

FULL MAILING ADDRESS

HOME PHONE

CELL PHONE

WORK PHONE

EMAIL ADDRESS:

PARENT(S)/GUARDIAN (for children's applications)

COMPANY OR SCHOOL

KNOWN ALLERGIES or DIETARY or RELIGIOUS RESTRICTIONS

PROGRAMME TITLE:

DATES:

METHOD OF PAYMENT

Cash

Cheque  \_\_\_\_\_

Bank Deposit

PAYMENT PLAN OPTION: Yes  No

Programme Fee \_\_\_\_\_ ( \_\_\_\_\_ )  
Deposit Amt. (50%)

Balance Due \_\_\_\_\_

**\* Make cheques payable to CATHERINE GORDON & ASSOCIATES IMAGE DESIGN®**

I agree that

- The non-refundable tuition will secure a space in the seminar. If the participant must postpone/cancel attendance, the participant may use the non-refundable fee minus \$100.00 administrative fees for the seminar, at a later date. Postponement/cancellations must be received in writing 72 hours prior to the seminar or attendees are liable for the entire fee.
- All outstanding amounts under the payment plan option, **plus an administrative fee of \_\_\_\_\_** will be paid in full by the fifth week of the programme and that no Certificates will be issued to students with outstanding balances.
- Participants must attend the required number of hours to receive a certificate.

SIGNATURE

DATE

OFFICIAL USE ONLY

PAYMENT RECEIVED BY:

DATE: