

# Registration Form

## SFBI Workshops



Thank you for your interest in the San Francisco Baking Institute. Please return this completed registration form, along with your 50% deposit, to reserve your space in class. The remaining balance is due on the first day of class. **Please note: your payment and registration will not be processed unless we have space available in the workshop.**

Name \_\_\_\_\_ Company \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Home Phone (\_\_\_\_\_) \_\_\_\_\_ Business Phone (\_\_\_\_\_) \_\_\_\_\_ Mobile (\_\_\_\_\_) \_\_\_\_\_

Email Address \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_

How did you hear about SFBI?  Web Search  Industry Referral (who?) \_\_\_\_\_

Friend (who?) \_\_\_\_\_  Article (where?) \_\_\_\_\_

Other (please describe) \_\_\_\_\_

2009 & 2010	1-Day Workshops	2-Day Workshops	3-Day Workshops	4-Day Workshops	5-Day Workshops
Tuition*	\$198	\$398	\$598	\$798	\$998
50% of Tuition Due Upon Registration	\$99	\$199	\$299	\$399	\$499

\* If you have already taken one class at SFBI this calendar year, subtract 5% from the total tuition for subsequent classes in the same year.

## Classes You Would Like to Attend

1<sup>st</sup> Class: \_\_\_\_\_

3<sup>rd</sup> Class: \_\_\_\_\_

2<sup>nd</sup> Class: \_\_\_\_\_ (start date)

4<sup>th</sup> Class: \_\_\_\_\_ (start date)

\_\_\_\_\_ (start date)

\_\_\_\_\_ (start date)

\_\_\_\_\_ (start date)

Payment Information  Check or Money Order Enclosed  Please bill my credit card

Visa  MasterCard  American Express

Credit Card Number \_\_\_\_\_ Authorization Code \_\_\_\_\_ Exp. Date \_\_\_\_ / \_\_\_\_

I authorize the San Francisco Baking Institute to charge my credit card for the amount of: \$ \_\_\_\_\_

Cardholder Name \_\_\_\_\_ Signature \_\_\_\_\_

(please print)

## Refund and Cancellation Policy

Students will receive a 100% refund for classes cancelled more than 6 weeks prior to the start date. Students will forfeit all payment for classes cancelled less than 6 weeks prior to the course start date. Any notice of cancellation must be made in writing; a 3% merchant fee will be charged for all cancelled registrations. Students will forfeit \$150 of their deposit for course transfers made less than 6 weeks prior to the original course start date; transferred deposits are nonrefundable. In the unlikely event of instructor illness or insufficient enrollment, SFBI will notify students by phone at least 10 business days before the scheduled start of a cancelled class. In this case, students will receive a full refund of their tuition payment, or may apply unused funds toward an alternate class. **Please call or email SFBI to confirm your registration and the status of any class before making travel arrangements. We look forward to seeing you soon!**

San Francisco Baking Institute  
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