

First IN Response Essentials

2012– “Truck Company Operations with or Without a Truck”

Fire Education Pre-Registration Form

Department Name:		
Address:		
City:	State:	Zip:
Day Time Phone:		Other Phone:
Email:		Dept. Email:
Application Date:		Applicant's Signature:
Payment Method: Cashier's Check, Money Order or Bank Check. Personal checks accepted, P.O. (Purchase Order) Payment.		
Agency PO Enclosed:	PO Number:	PO Date:
Purchase Order Approval (Required for PO) _____ agrees to pay for the attendance of the above listed applicant upon billing by First In Response Essentials.		Approval Signature:
Department Billing Address:		

Registration & Cancellation Policy: Application may be denied if not completed entirely. Classes are filled on a first-come/first serve basis. Payment by check, or a copy of a department purchase order must accompany your application. **Your seat is reserved once your registration form has been submitted and payment (or PO#) has been received. All Department Purchase Orders must be paid in full 14 days prior to scheduled course attending.** Students may receive a full refund of payment if cancellation occurs 14 days before the first day of the scheduled start date. **Cancellation occurring on or after the 15th calendar date prior to the start of any program will result will result in forfeiture of tuition. If payment has not been received at that time all responsible departments, individuals and organizations will be held responsible for remittance of payment.,**

I, the undersigned, acknowledge that I have read the forgoing “Registration & Cancellation Policy” and in consideration for participation, have voluntarily signed my name:

Signature: _____ Date: _____

***** PLEASE ATTACH A COPY OF DEPARTMENT PURCHASE ORDER*****

**Make Checks Payable to:
First IN Response Essentials.**

**Mail Application to:
First IN Response Essentials.
P.O. Box 71
Chadwick, IL 61014**