

Registration Form

September 8-12, 2008 Glens Falls, NY

The Lean Office Transactional Kaizen Event

Please print. Copy this form for additional registrations.

NAME

TITLE

COMPANY

ADDRESS

CITY

STATE

ZIP

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PHONE

FAX

EMAIL

your confirmation will be sent electronically—email is required

PAYMENT OPTIONS:

TUITION: \$2150

**PAYMENT MUST BE RECEIVED BEFORE THE EVENT. WORKSHOPS FILL QUICKLY
AND WE CANNOT CONFIRM RESERVATIONS UNTIL PAYMENT IS RECEIVED.**

Groups: 3-5 people from same site take \$50 off each registration. For larger groups please call for special rates 1-800-966-5423 or (203) 225-0451.

ENCLOSED IS MY CHECK FOR \$_____ PAYABLE TO: PRODUCTIVITY INC., DRAWN ON A U.S. BANK.

CHARGE MY VISA MASTERCARD AMERICAN EXPRESS

_____ (/ / /) EXP. DATE ____ / ____ / ____

CARD # (INCLUDE 3 OR 4 DIGIT SECURITY CODE)

NAME ON CARD

BILLING ADDRESS FOR CARD

CARD HOLDER SIGNATURE

CANCELLATION POLICY

Registrations may be transferred to another colleague without charge. To be considered for a refund, we must receive notification of cancellation in writing no later than 21 days prior to the start of the workshop. Cancellations received within 21 days are subject to the full registration fee and money will be held on account for up to one year for use at a future workshop or conference. There is a \$200 processing fee for all cancellations.

ACCOMMODATIONS

See www.productivityinc.com for hotel information.

Note: Competitors of NAMIC/VA, Inc. are not eligible to attend. Consultants are not eligible to attend.

MAIL TO: Productivity Inc. 4 Armstrong Road, 3rd Floor Shelton, CT 06484

FAX BACK TO: 203-225-0771 **REGISTER ONLINE:** www.productivityinc.com