

**REGISTRATION FORM FOR
VIRTUAL EVENT TRAINING – 01/26/2021
Course ID # 1493
FOIA Court Case Update**

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- 1) Telephone registration is not accepted. Preferred method of registration: Online at www.accesspro.org
- 2) Fax/email your reservation to: eFax 202-216-9646 or asap@accesspro.org.
- 3) No-Shows will be invoiced/charged.
- 4) ASAP reserves the right to close registration when capacity is reached.
- 5) Presenters may appear in their individual capacities.
- 6) Training is utilizing Go-To Meeting

Last Name: _____ First Name: _____

Agency/Org.: _____ Office: _____

Tel: _____ E-mail: _____

Please list any special needs, as required by the ADA: _____

ASAP Member? _____ **Yes** _____ **No**

ASAP is a nonprofit, professional member society. Federal, state or local government employment does not automatically entitle one to membership or discounted fees.

Registration/Tuition Fees for the Training Event

ASAP Members = \$25 and Nonmembers = \$50

ASAP members must be current on their 2021 dues to receive this special price of \$25.

A link will be sent to registrants in the morning of January 26

Registration: Online at www.accesspro.org - LOG IN – The user's log in is usually the first initial followed by the last name, all lower case and all one word. Example: John Doe is jdoe. Use the "Forgot Password" link to retrieve your password. Having difficulties, or not in the system? Send asap@accesspro.org your contact information so that we can set you up. Hint; Google Chrome seems to work best for most folks. We will hold a system test on Thursday, January 21 from 2-3:00 p.m., EST and again on Monday, January 25, from 2-3:00 pm, EST.

Credit Card Payment – Government or personal VISA, MasterCard, AMEX accepted. Cards are processed upon receipt. Receipts are auto-generated to cardholders with successful transactions.

ALL FIELDS ARE REQUIRED (Forms are shredded after processing.)

Credit Card #: _____ Exp. Date: _____

Amount: \$ _____ Card Holder Printed Name: _____

Card Holder EMAIL: _____ Tel: _____

_____ Please call me for card number. I've completed the other information.

ASAP's Federal Tax I.D. number is 54-115-2815. ASAP's DUN & BRADSTREET # is 184057818. Yes, we are in SAM.

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