

# REGISTRATION

## 4 Ways to Register for GSCPA CPE Programs



**INTERNET** registration available at <http://www.gscpa.org>. Web site registration closes 48 hours before event is held.



**MAIL** your completed registration form with credit card information or a check made payable to the Georgia Society of CPAs to:  
**GSCPA, Atlanta Financial Center, North Tower, Suite 400  
 3353 Peachtree Road, Atlanta, Ga. 30326-1414.**



**FAX** a completed registration form with credit card information to the GSCPA at 404-237-1291.



**CALL** the GSCPA Customer Service at 404-231-8676, Opt. 3 or 800-330-8889, Opt. 3 to place a credit card order.

### 1 Personal Information

Registration confirmation:  Mail OR  Email  
 Check here if your registration includes a change of address.

Name	MI	Last	Member #
Company/Firm Name			AICPA Member #
Address			
City		State	Zip
Phone	Fax	Email	

### 2 Payment Information - Full payment must accompany registration form

- Use Money on Account Amount: \$ \_\_\_\_\_
- Enclosed is a check for \$ \_\_\_\_\_ made payable to the Georgia Society of CPAs.
- Amount to charge credit card \$ \_\_\_\_\_
  - Mastercard     AMEX     VISA     Discover
  - Personal Card    OR     Company Card

Card Number \_\_\_\_\_ Exp Date (required) \_\_\_\_\_

Name as it appears on card \_\_\_\_\_

Signature \_\_\_\_\_

### 4 Course Registration

Course Date	Course #	Course Name	Course Amount
			\$
			\$
			\$
			\$
<b>TOTAL</b>			\$

### 3 Items to Note



If you have a specific dietary or other need, please contact the CPE Department at least one week prior to the seminar/conference at 404-231-8676, Opt. 3 or 800-330-8889, Opt. 3.

#### Cancellation Policy:

**Seminars and Conferences** - Cancellations/transfers made up to 3 weeks before a seminar or conference will not incur an administration fee. Cancellations/Transfers made within the 3 weeks and up to 3 business days before a seminar or conference are subject to a \$50 administration fee. Cancellations/Transfers made within 3 business days are subject to a \$100 administration fee for members; \$150 administration fee for nonmembers. *Cancellations/No-shows on the date of the event forfeit the entire registration fee. No refunds or transfer of fees will be made after the date of the event.*

**Webcasts** - Effective June 1, 2009, cancellations for webcasts are subject to a \$20 administration fee. Cancellations/No-shows on the date of the event forfeit the entire registration fee. *No refunds or transfer of fees will be made after the date of the event.*

**Discounts:** Early Registration fee is applicable when registration is received by the GSCPA prior to the Early Registration deadline (3 weeks prior to event).

**\*\*AICPA members** are eligible for an additional \$30 per day discount on AICPA courses (except Staff Training and 4-hour courses including Clusters). These courses are indicated by (\*\*) in all marketing pieces. This discount is available until the date of the course and cannot be applied retroactively. If you are claiming this discount, please include your **AICPA member number**: