

ASHRAE HVAC Design Training: Level I

Registration Form

Dublin, Ireland

Please Enroll Me In: November 2019 – Dublin, Ireland

HVAC Design: Level I – Essentials (18-20 November 2019)

- Non-Member: **\$925 (\$759 by 23 October 2019)**
- ASHRAE Member: **\$825.00 (\$659 by 23 October 2019)**
- Groups of 2 or more: **\$659.00** per person

Total: _____

Primary Registrant Contact Information (Please print clearly)

Full Name _____ Company _____

ASHRAE Member: Yes No

Name to Appear on Certificate _____
(Only complete if attending training)

Address _____ City _____ Country _____ Code _____

Phone _____ Email _____

Billing Information: Check Wire Transfer (Payment directions on page 2)

Credit Card _____

Cardholder's name _____ Expiration date _____

Additional Company Registrants (Please print clearly)

Name _____ ASHRAE Member: Yes No

Name to Appear on Certificate _____ Email _____

Name _____ ASHRAE Member: Yes No

Name to Appear on Certificate _____ Email _____

Name _____ ASHRAE Member: Yes No

Name to Appear on Certificate _____ Email _____

Name _____ ASHRAE Member: Yes No

Name to Appear on Certificate _____ Email _____

Name _____ ASHRAE Member: Yes No

Name to Appear on Certificate _____ Email _____

Name _____ ASHRAE Member: Yes No

Name to Appear on Certificate _____ Email _____

General Information

Fee Covers: Course admittance, course materials, publications, break refreshments, and lunches.

Transfer, Cancellation and Refund Policy: Registration fees will be refunded in full if cancellation is received by ASHRAE Learning Institute at least 30 days prior to the training date. Cancellations received 15-29 days prior to the training date are subject to a \$150 cancellation fee. Registrants who do not attend the training or who cancel less than 15 days prior to the training date are liable for the entire registration fee. A substitute registrant may be enrolled at any time by contacting Tewana Parris by phone +1 678-539-2121 or email edu@ashrae.org. Member/Non-Member rates will apply to the substitute registrant.

Payment Directions

The transaction(s) will be payable to ASHRAE at the address below.

Pay by check to:

ASHRAE, Inc.
1791 Tullie Circle, NE
Atlanta, Georgia 30329-2305
Contact Information: Annmarie Wilhoit or Marie Ingram
Telephone Number: +1 678.539.1198
Email Address: awilhoit@ashrae.org

The banking information for an ACH or wire transfer is as follows:

SunTrust Bank
Wire Transfer Department
25 Park Place
Atlanta, Georgia 30303
Beneficiary: American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.
Swift Number: SNTRUS3A
Account Number: 0008800146147
Routing Number: 061000104

Please include your customer number, your name and Company name (if it applies) on the information sheet to your bank. This will allow us to identify and apply your payment to your account in a timely fashion.