



# Training Registration Form

JESSUP, MD 20794

RICHMOND, VA 23231

CHESAPEAKE, VA 23320

WINCHESTER, VA 22602

301.497.2600

804.222.7550

757.547.8300

540.869.6100

TOLL FREE: 1.866.264.5438

TOLL FREE: 1.866.264.5438

TOLL FREE: 1.877.528.8300

TOLL FREE: 1.800.288.1753

**SALES • SERVICE • PARTS • RENTALS • INSTALLATIONS • TRAINING**

Name of Company / Individual:	
Account Number:	
Street Address:	
City, State, Zip:	
Phone #:	Fax #:
Contact Name:	Contact Email:
Customer Signature:	
Purchase Order #:	
Date of Training:	Class Type:
Name of Student(s)	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
Check #:	
Visa / Master Card / Amex #:	Exp. Date:
Card Holder's Signature:	CVV:
Print Name:	
<b>Cancellation Policy:</b>	
Alliance Material Handling makes every effort to be fair and understanding when the need arises to cancel sending a student to a scheduled class. Upon signing this form, the student is obligated to attend and if you do not cancel seven (7) days prior to the class date, you will be billed the full amount. If this incident occurs, your manuals will be mailed to you and your student will be permitted to attend the next scheduled class. If you are not affiliated with a company, we ask that you pay a \$25.00 deposit to hold your seat. This will apply towards the total cost of the class.	
<b>There is a \$100.00 cancellation fee when cancelling less than 24 hours prior to an on-site class.</b>	
<b>Please return completed forms to:</b>	
Maryland & D.C. Customers: Fax 301.497.2693 or email ewahman@alliancemat.com	
Virginia & West Virginia Customers: Fax 540-869-5684 or email smiller@alliancemat.com	