

**Housing Help Services Certificate Training - Registration Form**  
**Attendee Registration Information**

**First Name:** .....

**Last Name:** .....

**Job Title:** .....

**Organization Name:** .....

**Phone:** ..... **E-mail:** .....

- I understand that I must attend all 6 training days to receive a certificate. There are no refunds for this training once I have been approved to attend the Housing Help Services Certificate. (Note: Participants can miss no more than one day of training to remain eligible for the certificate.)

**Signature:** ..... **Date:** .....

**Manager Release Information**

**First Name:** .....

**Last Name:** .....

**Phone:** ..... **E-mail:** .....

- I understand that the employee must attend all 6 training days to receive a certificate. There are no refunds for this training once the employee has been approved to attend the Housing Help Services Certificate. (Note: Participants can miss no more than one day of training to remain eligible for the certificate.)

**Signature:** ..... **Date:** .....

To complete registration please fill out all sections of this form. The cost of registration is \$450.00. Once your registration form and cheque for \$450 has been received you will receive confirmation, if there is a spot available. **Fees must be received in full and in advance by February 1<sup>st</sup> 2019. Cheques must be made payable to 'East York East Toronto Family Resources' and sent to 947 Queen Street East Toronto ON, M4M 1J9. Payment must be issued by an agency, no personal cheques accepted.**