

Commanding Presence Advanced Communications & Presentation Training

All workshops are held at one of our spacious, naturally lit facilities in downtown Toronto.

Workshop are conducted from 8:30 a.m. to 4:30 p.m.

Waiting List: If your preferred dates are currently sold out - you can have priority by putting your name on a waiting list.

Short Notice Cancellations & Transfers: We also suggest you have a replacement participant selected prior to the workshop to avoid any additional fees or penalties

Email the completed registration form to office@commandingpresence.com

ADR REGISTRATION FORM 2019

Jun. Mon 24. - Tues. 25

Jul. Mon 29. - Tues. 30

Aug. Mon 26. - Tues. 27

Sept. Mon 16. - Tues. 17

These are small group workshops, limited to 10 participants to maximize personal coaching time



ADR Institute of Canada
Institut d'arbitrage et de médiation du Canada ^{TM/MC}

Name _____ Designation _____

Company _____

Credit Card Billing Address _____ City _____

Province _____ Postal Code _____

Telephone Number for Billing _____ E-mail _____

If my first choice of dates is not available, register me for _____ Workshop Fee: \$2,100 + HST \$273 = \$2,373.00

How did you learn about us? _____

Fee includes daily lunch, workbook, Commanding Presence Handbook, and USB with your workshop videos.

You will receive a personal, written analysis of your voice and communication style, recommendations and written materials for continuous improvement.

Payment Options

I enclose my cheque made out to the Personal Performance Group

Please send me a link to pay by credit card.

Commanding Presence Workshop Transfer and Cancellation Options:

You may transfer or cancel your registration at any time, with no penalty, by providing a replacement participant.

(We recommend that you select a possible replacement in advance, in case you are unable to attend your workshop)

Transfer fees:

<u>Length of Notice Provided</u>	<u>Fee</u>	<u>Credit provided to off-set short notice fees</u>
11+ business days	\$120.00	
5-10 business days	\$525.00	\$525.00 (transferable) to any additional program
Less than 5 business days	\$1050.00	\$1050.00 (transferable) to any additional program

Cancellation fees:

<u>Length of Notice Provided</u>	<u>Refund</u>	<u>Credit provided to off-set short notice penalties</u>
11+ business days	Full less \$120.00 Admin fee	
5-10 business days	\$1050.00	\$525.00 (transferable)
Less than 5 business days	No Refund	\$1050.00 (transferable)

**The number of days of notice is calculated from the business day following the notification, to the last business day before the workshop. *Credits can be applied any Commanding Presence Program (valid for six months) For last-minute cancellations please call the Office Manager, John Doucette at 647-242-8083.*

**THE PERSONAL
PERFORMANCE GROUP**

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