



## ENROLLMENT / ORDER FORM

Thank you for your interest in and enrollment with Clear & SIMPLE. Please fill out the following information and return with your payment. For credit card orders, fill out the next page and fax or mail to Clear & SIMPLE. For check payments, please mail your information and send your check to the address below. We require full payment in advance for workshops and products.

*Note:* Clear & SIMPLE requires a minimum of six attendees for workshops. We will hold your payment until the minimum attendance is met. We will notify you 48 hours in advance if the workshop is to be cancelled. Thank you for your interest in learning about organizing!

*Re: the 5 Day Intensive Training* - the deposit is \$1500. \$500 is for the Self Study Course and the balance is to hold your place in the class. We require a minimum of 4 students and will notify you 30 days in advance if the course is to be cancelled. (Note: we have never cancelled a course yet). We also require 60 days notice if you are canceling your enrollment to receive your deposit back. We do keep 5% for time and handling purposes. We do not refund the \$500 for the Self Study Course; it is yours to keep. We realize things happen and if you need to change to a different training, we are happy to accommodate you. Please give us as much notice as possible. The balance is due 45 days prior to the first day of class,

- Fax to: 801.463.9797
- E-mail to: info@clearsimple.com
- Mail to: 150 S. 600 E. Suite 5D, Salt Lake City, UT 84102

<b>CUSTOMER INFORMATION</b>	
Client Name:	
Billing Address:	
Shipping Address (if different from billing address):	
Phone Number:	
E-mail Address:	
<b>SERVICE / TRAINING / PRODUCT PROVIDED</b>	
Service / Training / Product	Amount
<b>Subtotal</b>	
<b>Tax Rate</b>	
<b>Sales Tax</b>	
<b>Other</b>	
<b>TOTAL AMOUNT DUE</b>	

**Thank you for the opportunity to serve you!**





## CREDIT CARD AUTHORIZATION

The signature below authorizes Clear & SIMPLE to process approved charges on the listed credit card. Any and all charges will be first verified via telephone or e-mail or in person when possible.

**NOTE:** Any charges made will be listed on your monthly credit card statement under the business name of Clear & SIMPLE.

CREDIT CARD INFORMATION		
Credit Card: <input type="checkbox"/> Visa <input type="checkbox"/> Master C <input type="checkbox"/> A.E.	Today's Date:	
Name as it appears on card (please print):	Billing Zip Code:	
Credit Card Number:	Expiration:	Security Code:
Signature on File:		

**Thank you for the opportunity to serve you!**

