

# All About Anxiety: A Program for Legal Support Staff

March 7, 2018 | 12 Noon - 1:30 PM

Law Society Classroom, 219 Kennedy Street

## COURSE MATERIALS:

For **in-person** registration, material will be given to you upon attendance the day of the program.

**Webinar** registrants will receive the material electronically before the live program.

If you have registered and paid and are unable to attend, materials will be sent to you.

## WEBINAR:

Registrants will receive an email prior to the day of the program with detailed instructions on how to connect for the web presentation.

## WEBINAR GROUP DISCOUNT:

To be eligible a complete list of all group registrants must be provided at the time of initial registration. If additional registrations are submitted at a later date, a higher group discount will NOT be applied.

Please note one group contact will be provided the access code and set of instructions to arrange for the group to connect to the audio call from **one telephone or desktop**.

## INVOICES and RECEIPTS:

Invoices and receipts **will NOT be provided** unless specifically requested.

## REFUND POLICY:

For regular enrollment programs, there shall be a full refund, provided that notice of non-attendance is given up to **5 working days before** the date of the program.

If **less than 5 working days' notice** is given, NO refund shall be given and material shall be sent to the registrant.

Registration for all programs is **transferable** to another eligible person.

## PROGRAM CHANGES:

We will make every effort to present the program as advertised but changes to speakers, content, dates and venue may be necessary. In the event of a program cancellation, our liability is limited to reimbursement of fees.

## Make cheques payable to:

Law Society of Manitoba

## Email, mail or fax this form to:

Law Society of Manitoba

219 Kennedy Street

Winnipeg, MB R3C 1S8

Ph: 204.926.2035 Fax: 204.956.0624

Email: cpd@lawsociety.mb.ca

## Registration Form

NAME \_\_\_\_\_

FIRM OR ORGANIZATION \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

### REGISTRATION FEE

(includes lunch and materials)

Support Staff \$50.00

### WEBINAR FEES

(includes materials sent electronically)

\$30.00 per registrant plus GST

**Webinar Group Discount:** (GST will be applied to the discounted registration fee, after the group discount has been subtracted)

- 2-4 people registering: 20% discount
- 5-10 people registering: 35% discount
- 11+ people registering: 50% discount

**NOTE:** If you are **registering 2 or more people** please complete a [Group Attendee Form](#) to provide the complete name for each registered group attendee. Please also indicate here who will be the designated group contact for receiving all instructional emails, including information on how to download the provided electronic materials. If a group contact is not provided the first name listed will be the chosen contact by default.

To be eligible all group registrants must participate in the program from the **same telephone or desktop**.

GST Registration No. 107604357

Total \_\_\_\_\_

Plus GST (5%) \_\_\_\_\_

Amount Due \_\_\_\_\_

## PAYMENT INFORMATION:

NAME ON CARD \_\_\_\_\_

VISA/MASTERCARD/AMEX # \_\_\_\_\_

EXPIRY DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**MAKE CHEQUES PAYABLE TO:**

LAW SOCIETY OF MANITOBA