



# Smart Start Early Care and Education Workshop Registration: Group

● NEW HANOVER COUNTY ●

Register and pay online: [www.newhanoverkids.org](http://www.newhanoverkids.org)

OR

Complete this form and mail with payment to:

Smart Start of New Hanover County

Workshop Registration

3534 S. College Rd., Suite F

Wilmington, NC 28412

Office Use Only	
___ Enrolled in class	___ Check/MO
___ Online/Credit	___ Confirmed
___ Waitlist Y/N	___ Receipt #

**Print clearly.**

Child Care Facility: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Work Phone: \_\_\_\_\_

County: \_\_\_\_\_ E-mail: \_\_\_\_\_

How would you like to receive workshop confirmation? E-mail  Phone

**Please list for which workshop(s) you are registering and the participants' names\*:**

Title: \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

- |          |          |
|----------|----------|
| 1. _____ | 1. _____ |
| 2. _____ | 2. _____ |
| 3. _____ | 3. _____ |
| 4. _____ | 4. _____ |
| 5. _____ | 5. _____ |

Title: \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

- |          |          |
|----------|----------|
| 1. _____ | 1. _____ |
| 2. _____ | 2. _____ |
| 3. _____ | 3. _____ |
| 4. _____ | 4. _____ |
| 5. _____ | 5. _____ |

<b>Total registration fees included:</b> \$ _____	<b>Payment method:</b> Check <input type="checkbox"/> Money Order <input type="checkbox"/>
<b>Make check/money order payable to <u>Smart Start of NHC</u></b>	<b>Cash and starter checks not accepted</b>
<b>Personal checks must include state issued ID number (e.g. NC driver's license)</b>	<b>\$25 fee for all returned checks or credit card refusals</b>

- \*Registration is required for all workshops; registration deadline is 5pm the day before the workshop.
- \*Workshops are limited to 5 staff per center. Switching employees must occur by 5pm the day before the workshop.
- \*Cancellation for credit is required by noon the day of the workshop. Failure to cancel will forfeit registration fees.
- Registration is complete when a completed form and payment are received. Fees are non-refundable.
- **Children are not permitted in class and child care is not provided during workshops.**
- You are welcome to bring a snack/beverage.