



# Smart Start Early Care and Education Workshop Registration: Individual

● 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.**

Name: First \_\_\_\_\_ Last \_\_\_\_\_ MI \_\_\_\_\_

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

City: \_\_\_\_\_ Zip: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_

Email: \_\_\_\_\_ Cell/Home Phone: \_\_\_\_\_

Place of Employment: \_\_\_\_\_ County: \_\_\_\_\_

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

**Please list for which workshop(s) you are registering\*:**

Title: \_\_\_\_\_ Workshop date: \_\_\_\_\_

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Title: \_\_\_\_\_ Workshop date: \_\_\_\_\_

Total registration fees included: \$ \_\_\_\_\_ Payment method: Check  Money Order

Make check/money order payable to Smart Start of NHC Cash and starter checks not accepted

Personal checks must include state issued ID number (e.g. NC driver's license) \$25 fee for all returned checks or credit card refusals

- \*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 class. 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.