

REGISTRATION FORM

FEDERAL TAX COURSE — LEVEL I

April 24-28, 2017

Tuition Fee must accompany completed application.



PRESENTED BY TEI EDUCATION FUND

Make checks payable to Tax Executives Institute. Fee covers course materials and other items specified in course announcement. Applications will be accepted on a first-come, first-served basis, and must be mailed to Tax Executives Institute, P.O. Box 9407, Uniondale, NY 11555-9407. Applicants are encouraged to register via www.tei.org. **Do not mail applications to TEI's street address.** Credit card registrations may be faxed—see below. Questions? Call 202.638.5601.

Name _____

Nickname for Badge _____

Your Title _____

Company _____

Mailing Address _____

City _____ State/Province _____ Zip/Zone _____

Telephone _____ Fax _____

Email _____

The following question is being asked to ensure compliance with federal anti-discrimination statutes: Race: _____

 Please check here if you require special accessibility or assistance at this function. We will contact you.

Amount (U.S. Funds): \$2,100 First Registrant \$1,800 Subsequent Registrant
Name of First Registrant: _____

\$1,800 First Registrant – No Lodging \$1,500 Subsequent Registrant – No Lodging
Name of First Registrant: _____

Charge to: VISA MasterCard American Express Discover Diners Club

Card Number _____ Exp. Date _____

Signature _____

Cardholder Name (print) _____

If faxing your registration using a credit card, please do so between 9:00 a.m. and 4:00 p.m. ET to ensure confidentiality. Fax number for registrations and cancellations is 202.638.5607.

All **cancellations** must be made *in writing* by 4:00 pm ET on **April 7, 2017**, and will be subject to an administrative service charge of \$75 (U.S.); for cancellations after April 7, 2017 (the date handout materials become available) and before April 14, the charge will be \$200 (U.S.). No refunds will be made for cancellations received after April 14 and for no-shows. Cancellations must be received in writing. Refunds of credit card registrations, less administrative charge, will be made to credit card account. TEI's Federal Taxpayer ID Number is 52-0239291. There will be a \$50 fee for substitutions.

In accordance with section 274(n) of the Internal Revenue Code, registrants are notified that the portion of the course registration fee attributable to food and beverage is \$400 (U.S.) and \$532 (U.S.) is attributable to housing.