

**REGISTER BY MAIL**

*Complete this registration form and mail to:*

**CPR LifeLine**

**9320 SW Barbur Blvd, Suite 175**

**Portland OR 97219**

**Student Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

*A class confirmation will be sent via email upon receipt of registration and payment.*

**Class Information**

Class Title: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Class Fee: \_\_\_\_\_ BLS book = \$16 add shipping \$8 Y / N

*The Heartsaver book is included with all Heartsaver classes. The BLS Provider student manual is \$16 and will be given to you at class unless you want it shipped (allow 5 business days).*

**PAYMENT INFORMATION - payment must be received with registration**

TOTAL ENCLOSED: \_\_\_\_\_ Check# \_\_\_\_\_ (payable to CPR LifeLine)

Alternate contact for payment: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Cancellation/Rescheduling Policy: NO Refund** if you cancel with less than 7 days notice.

- Cancellations received at least 7 days prior to class may request a refund minus a \$5 processing fee or receive full credit to another class. For the eLearning programs, the online course portion can't be refunded if activated.
  - Cancellations received less than 7 days but at least 24 hours prior to class will be issued credit to reschedule with a \$10 rescheduling fee. One reschedule is allowed and the rescheduled class must take place within 90 days of the original class.
  - Cancellations received less than 24 hours prior to class, and "no shows" at class will not be issued a refund or credit and if a voucher was used, it will be voided.
- \* Substitutions are allowed with notice.
- Textbooks are non-refundable.

Do not bring children or unregistered guests to class. Children under 13 years old must register and attend with an adult. Classes with low enrollment may be canceled. If a class is canceled we will promptly notify you and every effort will be made to reschedule your training. If this is not possible, you will receive a refund.

*Thank you for choosing CPR LifeLine! Please contact us with any questions 503-243-2277 [registration@cprlifeline.com](mailto:registration@cprlifeline.com)*